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ANNUAL REPORT

County Administrator's Office Martinez, California 94553



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FEB 24 1983
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Administrator manages County

The County Administrator, Melvyn G. Wingett, directs and coordinates the work of the County departments and agencies, and with the assistance of his staff, puts into action the policies, rules, and regulations adopted by the Board. He makes recommendations on County policies and procedures, prepares the recommended County budgets, and establishes and enforces personnel policies and practices.

Wingett's office has a staff of 27. His chief assistant, Charles A. Hammond, is responsible for supervising the internal operations of the office and overseeing day-to-day activities. Specific program areas are supervised by Frank Fernandez, assistant county administrator-finance; Claude L. Van Marter, assistant county administrator-human services; and Harry D. Cisterman, assistant county administrator-director of personnel.

Deputy county administrators also take charge of the program areas of general government, law and justice, insurance and special districts, and community development.

Staff in these program areas serve as liaison with the various county department and agencies and are responsible for development of the annual budgets for their respective departments.

In addition, the staff handles all day-to-day management activities and also performs special organizational and staffing studies, budget monitoring and preparation of special reports requested by the Board.

During 1981 several significant actions occurred related to the county building program. The new County Detention Facility was opened; the County Administrator reported to the Board on the reorganization of county land regulation procedures; the county purchased the Oak Park School in Pleasant Hill and began planning for development of the Diablo Valley Justice Center; the Board established the Contra Costa County Public Facilities Corporation and retained financial consultants to secure deferred financing for needed county facilities; the Martinez Animal Control facility was remodeled to accommodate new housing and cat holding responsibilities; the Adult Correctional Facilities Master Plan was completed; and the Board implemented the Housing Mortgage Revenue Bond program to provide for less than market rate mortgages.

Other matters involving the County Administrator's Office included implementation of the new Animal Control Ordinance; creation of a new Traffic Commissioner position for the Mt. Diablo and Walnut Creek-Danville Municipal Courts; initiation of planning for required new Superior Court building; the remodeling of various court facilities; and continued automation of various functions within the District Attorney and Public Defender offices.

The office completed a study of County fire services and implemented a self-insurance program for County fire districts. A review and recommendations also were provided for 16 fire district budgets, including allocations totaling \$17,000,000 from the Special District Augmentation Fund.

For the 1981-82 fiscal year the CAO budget was \$1,224,810. This budget provides not only for the traditional management services but also for legislative liaison services, the Local Agency Formation Commission staff, human services planning and evaluation staff, and for the Public Information Officer.

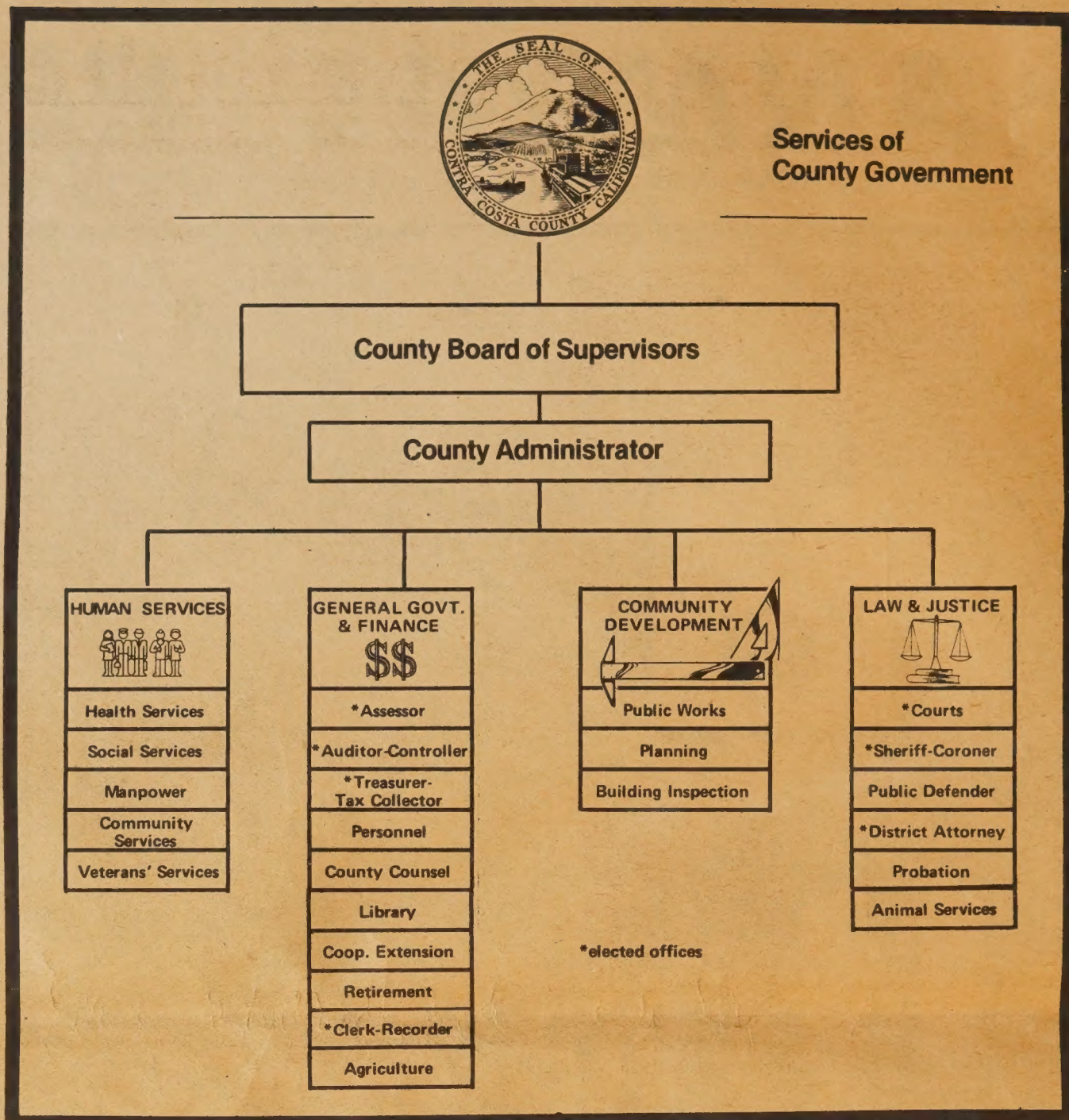
Team has 'system view'

Although the profit motive isn't operative in government, doing things for the least possible cost is. Accomplishing stated objectives is the same for government as for industry. The level of this accomplishment can be viewed as the degree of effectiveness achieved by a program, division, or department.

The Management Systems Audit Team is responsible for measuring that effectiveness. As a division of the County Administrator's office the team looks at improving the management of public resources.

The Audit Team has three members. Its goal is to help departments by approaching their operations from a total "system view" — a view which recognizes that all activities within a department relate to one another and may, in turn, be related to activities in one or more other departments.

During the past year the team conducted audits on the Office of Emergency Services, County mapping functions, the office of the Clerk of the Board of Supervisors and the Health Services Department's patient records-management system.



County has five supervisors

As a general law county, Contra Costa elects five supervisors, each from a district containing an approximately equal number of people. These five supervisors make up the governing body for the county and for many special districts.

Supervisors are elected on a nonpartisan ballot to a four-year term. Their terms overlap: Districts 2, 3, and 5 elect their supervisors during presidential election years and districts 1 and 4 during state general election years. They begin their terms at the first meeting in January, at which time they choose a new chairman and vice chairman.

The board operates much like the board of directors of a large corporation. It sets policies which are carried out by the County Administrator, county officials and department heads.

Supervisors perform legislative, administrative and appellate functions prescribed for it by the California state constitution and statutes. Among their responsibilities are enacting ordinances and resolutions, approving formal contracts and agreements, setting employee salaries, adopting budgets and levying taxes.

The board exercises its appellate powers primarily by holding hearings and deciding appeals from actions taken by administrative departments of the county government.

It must adopt an annual budget which provides for the entire cost of county government. Its own budget in 1981 was \$707,330.

The board has control of the budget and manpower of the courts and departments headed by elected officials, but operational control lies with those officials: assessor, auditor-controller, clerk-recorder, district attorney, public administrator, sheriff-coroner and treasurer-tax

collector.

The board appoints the county administrator, certain department heads and members of many advisory boards and commissions.

It is also the governing body of a variety of special districts and county service areas formed to provide such services as fire protection, lighting, recreation and flood control. Other special districts are governed by independent boards elected by the people or appointed by the board.

The business of the board is conducted publicly each Tuesday at 9 A.M. in the Board Chambers of the County Administration Building in Martinez, the

county seat. Public hearings are set at other times when special issues need to be aired.

Board meetings are only a part of the work of the members, who must attend dozens of other types of meetings, listen to suggestions and complaints of county residents, participate in a variety of civic activities, and investigate and resolve a wide assortment of problems.

They are called on to meet with elected representatives and officials of other government agencies. And they serve on a variety of local, state, regional, and federal government boards, committees and commissions.

Counties are for grassroots

Counties are the one form of government small enough to respond to grassroots needs, but large enough to coordinate regional programs. County services have multiplied as they try to tackle national problems and challenges.

New federally-funded programs in health, social services, employment, housing and community development

were given to the counties to administer. As a result, county services at this time are very much a partnership with federal and state governments.

In 1776, counties performed limited services. They built roads, collected taxes and recorded documents.

Now counties build airports and libraries, run schools, community centers

and elections; control floods and solid waste disposal; fight crime, pollution, disease and drug abuse. They provide low-income housing, nutrition services, rehabilitation and crop inspection. They give out welfare checks, food stamps, traffic tickets and vaccinations.

Supervisors's district lines redrawn



District 1 Supervisor Tom Powers, a Richmond attorney elected to the County Board of Supervisors in 1978, was elected to chair the board for 1981.

Sunne Wright McPeak, supervisor from District 4, was elected vice chair. One new supervisor was installed — Tom Torlakson of District 5, whose district was to change dramatically in the redistricting process mandated by the 1980 census.

Powers and outgoing Chairwoman Nancy Cardinali Fahden both emphasized the need for board action in the areas of energy and conservation.

Powers set four goals he said would be "getting back to basic — the four E's: efficient and effective government, economic improvement and re-vitalization, environmental protection and conservation and energy conservation."

Fahden said: "We must make a commitment to the children of Contra Costa County that we will do our utmost as leaders to free the air..."

Powers established a new committee to guide the development of an aggressive and workable recycling program in the county, naming Fahden, as chair, and Torlakson.

McPeak was assigned to chair the board's Finance Committee on which Fahden was to serve. District 3 Supervisor Robert I. Schroder was named chairman of the Internal Operations Committee; Torlakson also was assigned to IOC.

Away from the board chambers, supervisors' work weeks averaged more than 40 hours, including their other memberships on many important committees both countywide and covering the Bay area.

Powers' memberships were: Alameda-Contra Costa Health Systems Agency governing board; Association of Bay Area Governments (ABAG) regional planning committee (and alternate to the executive board and the general assembly); alternate to the Bay Conservation and Development Commission; County Supervisors Association of California (CSAC) board of directors and Administration of Justice Committee chair; John Baldwin Ship Channel Joint Powers steering committee; Local Agency Forum Commission (LAFCo); Contra Costa Medical Services Joint Conference Committee; Economic Opportunity Council; West Contra Costa County Wastewater Management Agency governing board; State Victim/Witness Assistance Program advisory committee; West Contra Costa Regional Recycling Committee chairman; and the State Department of Mental Health citizen advisory committee.

McPeak's memberships include: Alameda-Contra Costa Health Systems governing board; Bay Area Air Quality Management District; Contra Costa Medical Joint Conference Committee chair; Economic Opportunity Council;

CSAC board of directors and executive committee; and the County Hospice Policy Body.

Fahden served on ABAG executive board and as ABAG Hazardous Spills Committee chair; as alternates to the Bay Conservation and Development Commission and the John Baldwin Ship Channel Joint Powers steering committee; on the Economic Opportunity Council; the County Criminal Justice Agency; and the Joint Commission on Cable Television.

Schroder served as the board's representative to the Metropolitan Transportation Commission, working with that body's administration and oversight committee, work program and plan revision committee, seaport advisory commission and joint air quality planning and advisory committee. He also served on the CSAC transportation committee and the Central Contra Costa Transit Authority.

Torlakson's first-year memberships included: ABAG's executive board and general assembly; the Delta Advisory Planning Council; County Mental Health Advisory Board; Solid Waste Commission; LAFCo alternate; Sanitation District 7-A governing board; Economic Opportunity Council; and the Economic Development Task Force, which he helped to organize and chaired.

Schroder and Powers were approved early in the year as members of a new liaison committee linking supervisors and the courts. First suggested to the board by the Presiding Judge of the Superior Court E. Patricia Herron, the committee's purpose was to improve communications. Other members were the presiding judge, a second Superior Court judge, chair of the Municipal Court judges and another Muni judge.

In September, one of the most important issues to face the board was resolved when Schroder, calling himself a realist who wanted to keep the board "a cooperative working unit," forestalled extended debate on redrawing of supervisorial district lines. He "gave up" the Lafayette-Moraga-Orinda area of his third district and took on the San Ramon Valley.

That move shifted Lamorinda into Fahden's District 2, while decreasing Torlakson's huge District 5, leaving it a mostly East County district.

Districts 1 and 4 were essentially unchanged, although a few boundary changes followed new guidelines.

Equality of population is the primary criteria for redistricting, although the law refers to other factors, such as topography, geography and cohesiveness and community of interests of the districts.

Boundary changes in 1981 were necessitated by the new population figures from the 1980 census, giving Contra Costa more than 657,000 citizens.

Pre-redistricting estimates of district populations showed about 102,000 people in District 1; 184,000 in 5; 118,000 in 2; 127,000 in 3; and 126,000 in 4.

The San Ramon Valley's population of about 58,000 was central to discussions of new boundaries from the very beginning, since it was both geographically and economically separated from the rest of District 5 in which it was included at the beginning of the year.

Supervisors redrew lines of authority as well during the year, taking on the management and development of low-income housing in Contra Costa that had been the responsibility of the Housing Authority.

Management of the agency, under its executive director and board of commissioners, had been criticized by the 1979-80 and board of commissioners, had been criticized by the 1979-80 and 1980-81 grand juries. The executive director had resigned.

In July, following accusations made against the management by the Mexican-American Political Association, McPeak suggested supervisors study the feasibility of directing the agency themselves.

The matter was referred to the Internal Operations Committee, which recommended a review of the Authority to assess operations, procedures, policies and structure, and suggest alternatives. County Administrator Mel Wingett assigned the review task to Judy Ann Miller, director of the County's Department of Manpower Programs.

Miller's report pulled no punches, calling for the current commissioners to step aside so that new commissioners could be appointed or so that management could be taken over by the supervisors.

On Nov. 17, supervisors adopted a resolution designating themselves as the housing directors but authorized formation of a seven-member housing advisory committee and an immediate search for a new executive director. Meanwhile, Wingett assumed interim duties as acting executive officer.

In April the board ended a lengthy and controversial attempt to modify the County's general plan to allow for construction of 2,016 housing units on the Keller Ranch acreage east of Clayton.

In doing so, supervisors overrode approval of the proposed development given by the County Planning Commission.

The Planning Department, also countering the commissions approval, advised the board to allow no more than 1,400 units on the 1,200 acres.

The board unanimously denied the necessary general plan amendment to allow for more than 2,000 homes as well as the zoning and preliminary plan offered by the developer.

But supervisors did approve the first combined general plan amendment of the year — proposed by Torlakson — directing staff to prepare a resolution modifying the general plan to allow a range of from 1,100 to 1,400 homes on the Keller land. The builder then would be able to come back with a scaled down plan.

Dr. Howard Kornfeld of Physicians for Social Responsibility addressed board members in April on the consequences of a nuclear attack, telling them of the medical community's concern that the medical system of any community would be overwhelmed and incapable of response.

"This is not a partisan problem," Kornfeld said, "but a medical issue... Nuclear war will be the last epidemic."

The board adopted a resolution calling on the President and Congress to urge the Soviet union to join the United States in a suspension of nuclear weapon production and discouraging the storage and transportation of nuclear weapons in Contra Costa. Approval was 4-0-1, with Schroder abstaining.

A request from Schroder in April won unanimous approval and made Contra Costa the first county in the state to implement radar traffic enforcement in an unincorporated area.

Beginning July 1, the radar equipment was used in a pilot project by the California Highway Patrol in the Orinda area, which at that time was still in Schroder's District 3 territory.

The board appropriated up to \$1,500 in matching funds for the equipment. The Orinda Association allocated funds toward half the price of \$2,250 equipment.

"This is a first for the county and a first for the CHP," Schroder told fellow supervisors who authorized him to negotiate the conditions of the project with the patrol and the Orinda group.

Schroder had worked with Capt. Ted Starr, chief of the Contra Costa CHP operations, who received special permission from the state CHP commissioner for the project.

The radar control was planned only for residential streets, not on the freeway, Schroder said. County Public Works staff prepared warning signs and conducted technical speed calculations in order to update stated limits.

Contra Costa meets 1981 challenges

Although 1981 didn't have the spectacular beginning for Contra Costa County offered by its predecessor — the 1980 Delta levee breaks — the year presented just as many challenges and changes for local government. New solutions had to be found for old problems, old solutions for new problems and creativity was called on to cope with every aspect of the growing community's health in the midst of an ailing economy.

In January federal officials from the Department of Interior's office of surface mining visited the site of the old Nortonville coal mines near Pittsburg where four teen-age boys died in late 1980.

Mining engineers discovered at least 40 openings on their week-long tour of the area and later submitted to Interior an estimate of costs to close the entries for funding determination.

In October federal approval freed \$874,000 to complete the massive project.

Meanwhile, the Public Works Department was directed by supervisors to block access to the mines via Nortonville Mines Road/Black Diamond Way at the north and south ends. In March gates were constructed to bar trespass.

Trespass and harassment of black families in the West County communities of Tara Hills and El Sobrante led to a special January forum called by the Juvenile Justice and Delinquency Prevention Commission.

An ad hoc committee including Sheriff Richard Rainey, County Probation Officer Gerald Buck and District Attorney William O'Malley studied development of a task force of law enforcement agencies to find solutions to the problems, and the county offered reward money for information as part of the "secret witness program."

In February the county appealed to President Reagan for the removal of a ban on industrial construction in California, specifically for the Antioch-based Louisiana-Pacific Co. plant. The paper product company wanted to replace two oil-burning boilers with wood-burning units to reduce pollution emissions and conserve about 50,000 barrels of oil annually.

By April, the County had identified 48 rabid skunks, matching the total for all of 1980. A skunk-trapping program, offered under contract with the U.S. Department of Fish and Wildlife, was authorized with Contra Costa contributing \$17,300 toward total costs of \$31,000.

A joint exercise of powers agreement creating a new Delta Ferry Authority was enacted to provide transportation services between Bradford and Jersey islands and Webb Tract. The islands had been without transportation to the mainland since a previous contract expired July 1980.

The County agreed to share costs of implementation of the service with the islands for the next five years, when Bradford or Webb is expected to buy the ferry boat and operate it without County assistance.

The County contributed \$53,000 for 1981 costs.



The Board of Supervisors joined the California campaign against un-bear-able litter in April when the state's recycling mascot, Willie Wasteless, visited the Board chambers. From left are Supervisor Tom Torlakson, Ernest Del Simone, chairman of the Solid Waste Commission, Supervisor Sunne McPeak, Supervisor Nancy Fahden and Supervisor Robert Schroder. For further identification of the bear, see Page 6.

In May the county borrowed nearly \$18,000 from the State Energy Commission to convert County-owned street lights to high pressure sodium vapor lights. The loan was to carry a 7.75 percent interest and will be repaid within five years.

According to public works officials, the new lights will save the County the full amount of the loan in the first three years of operation.

In July the Contra Costa Alliance for the Arts presented a proposal to turn the old jail into a cultural and arts center. A bid by the Contra Costa Historical Society later in the year for use of the original portion of the building as a museum also came under consideration and the two groups began working on a compromise.

Danville incorporation proponents won their first round in the fight for cityhood in August when the Board declared its intention to support incorporation and referred the issue to staff.

During the year, the County began first moves toward becoming a sister county with Taichung County, Taiwan.

It also participated in establishing a "twinning" relationship between Martinez, the Contra Costa County seat, and Dunbar, in East Lothian District (county), Scotland.

American Naturalist, John Muir was born in Dunbar; he lived in Martinez and his home here has been named a National Historical Monument.

A citizens advisory committee for Sanitation District 15 (Oakley-Bethel Island area) recommended that completion of the subregional wastewater treatment facility for the area be financed with funds generated by issuance of revenue bonds.

The plant earlier had run into problems when sewer lines on Bethel Island began taking in water that was part of the natural seepage into the island water table.

In November the County's commitment to the Delta was again underlined when \$10,000 was promised toward costs of completion of a Delta levee investigation by the U.S. Army Corps of Engineers.

Contra Costa declared it would seek like funds from other counties if needed. But continued federal funding of the study made the dedication of county money unnecessary. More than \$1.7 million already had gone into the study since the mid-70s.

At year's end the fire protections districts of the County became self-insured for workers' compensation risks. Inclusion of independent fire districts within Contra Costa in the self-insurance was still being discussed.

A financial plan to pay county fire district property losses also was authorized in December. Under the plan \$450,000 was advanced from special district augmentation funds to a new trust fund to pay any potential losses. On-going costs of the program will be financed by investment earnings and charges to districts.

The County's Water Agency, the water quality arm of the board of supervisors, contracted with consultants to research and analyze water issues important to the future policy decisions by the board. Looking ahead to April 1982 workshops consultants were to provide an analysis of water supply and demand data from the state Department of Water Resources and review available information affecting water supply options for the huge Southern California Metropolitan Water District as well as water pricing strategies. Fresh water flow needs of the San Francisco Bay and its resources also was to come under analysis.

County on the opposite shore

When California was admitted to the Union in 1849, Contra Costa was one of the original 27 counties.

Martinez has always been the county seat.

Today there are 58 counties in the state, three of which were formed when the original Contra Costa territory was split in 1853 into Contra Costa, Alameda and a major portion of Santa Clara.

The Spanish name Contra Costa means "opposite shore," referring to the fact that the county's western boundaries lay along the eastern shore of the bay opposite San Francisco.

When Acting Governor Pedro Fages and Fray Juan Crespi explored the Contra Costa area in 1772, they found lush valleys and peaceful Indian villages. Friendly Indians, singing and dancing, greeted the Juan Bautista de Anza expedition as it travelled through the area in 1776.

In the 1820's and 1830's ranchers settled here, under large land grants from the Spanish and, later, the Mexican governments. They brought herds of cattle, sheep and horses and planted orchards and vineyards. When California was admitted to the Union, the ranchers began selling sections of their grant. Wheat fields, fruit and walnut orchards grew and prospered on the fertile land.

In the late 1800's the Port Costa area became the principal shipping point for grain from the Great Central Valley. Coal mining took place in the hills north of Mount Diablo.

Until 1900, Contra Costa remained mostly agricultural. The turn of the century brought industry, attracted by the availability of water transportation and the coming of the railroad. In 1900, the Santa Fe Railroad made Richmond its western terminus. The following year, Standard Oil established its oil refinery there.

During World War I, Contra Costa shared heavily in the industrial development of the San Francisco Bay area. Migration into the central county swelled with the opening of

Caldecott Tunnel in 1937. Following the onset of World War II, industrial business, and residential growth became explosive. Since then, the county has continued to be in the forefront of growth in the nine-county San Francisco Metropolitan Area.

The county's 70-mile waterfront is of significant importance. Over half of the ocean shipping passing in and out of the Golden Gate is handled through Contra Costa ports. This shoreline is the site of major oil refineries, Northern California's largest steel mill, chemical plants, food plants, and a growing roster of all types of industry, both light and heavy. These industries are served by two transcontinental railways and a network of state and national highways.

The wide valley drained by the Walnut and San Ramon creeks extends through the heart of the county. Because of its beauty and fog-free summers, it has become a large and expanding suburban residential area. Slightly more than half of the county's population now lives in the central county including the Danville-San Ramon area in south-central county. About one-fourth lives in the west county.

The eastern portion of the county beyond Pittsburg and Antioch continues as an important agricultural area, part of the famous Delta region of the Central Valley. Among its many waterways are boating and fishing resorts.

Because it stands alone, Mount Diablo dominates Contra Costa County. It is the triangulation point in the West for the U.S. Geodetic Survey. From the top of the 3,900-foot mountain, one can see not only most of the 738 square miles of the county's hills and valleys and waterways, but over 40,000 square miles of the earth's surface — possibly more, say some geographers, than is visible from any other spot on the globe.

Contra Costa County is the ninth smallest county in land area of the 58 counties (738 square miles land, 69 square miles water). It is the 10th largest in population.

National honors go to ten programs

Ten Contra Costa County programs were selected for 1981 achievement award honors by the National Association of Counties.

The awards were announced by Roy Orr, president of the 2,000-county association in June. Orr lauded the programs as evidence of the county's awareness of citizen needs and attempts to provide for citizens through strengthened county government.

Winning programs were: the Juvenile Community Services Program, Juvenile Offender Alternatives and Alcohol Counseling of Selected Offenders, all from the Probation Department; the Regional Occupational Training Program from the Superintendent of Schools office; the Driver Alcohol Testing Program and Career Criminal Apprehension Pro-

gram from the Sheriff's Department; a Limited-Term Deputy District Attorney class; a Pre-School Nutrition Education project from the Department of Public Health; and the Central County Transit System planning and the Gasohol Experiment with County Vehicles from the Public Works Department.

Achievement awards case studies are distributed by NACO to other counties as examples of innovative programs, Orr said. The 2,000 counties represented by his organization account for approximately 98 percent of the United States population.

The Health Department's Pre-School Nutrition Education project was a double winner in 1981 — in addition to the

NACO award, the program was refunded for its fifth year by the state Department of Education.

Its nutrition education curriculum was developed for inclusion in day care centers and pre-school programs. The project includes student instruction, parent involvement and teacher and food service workers training. Day care centers adopt the curriculum after application to the state for money to participate, then purchase the guides, manuals and materials developed by the Contra Costa staff.

The county's gasohol experiment also won refunding and a "go" for another year of testing with county cars. The Public Works Department has conducted the tests, using a fleet of 30 cars — 15 in a test group identical to the 15 in control. The purpose of the testing was to determine if gasohol — 10 percent ethyl alcohol and 90 percent unleaded gas — was an acceptable fuel extender. It was determined to be viable enough to test further.

The U.S. Department of Energy, through its contractor, Southwest Research Institute, offered an operational grant to cover all costs incurred by the continued program.

Public Works also was a NACO winner for its submission of the planning and philosophy behind formation of the Central Contra Costa Transit Authority. CCCTA was formed after several unsuccessful efforts to provide a public feeder system to BART as well as a countywide bus system.

The county was finally able to bring together seven cities, to form first a joint exercise of powers agency, then the transit authority which is to provide a coordinated bus system.

The County probation Department received three NACO awards. Its Juvenile Community Services Program offers an alternative to juvenile incarceration, probation or reprimand; it requires offenders to accept personal responsibility for their delinquent behavior by repaying society through supervised, constructive and uncompensated community work. It allows for diversion of first-time, less serious offenders from the juvenile justice system.

A second Probation program — the serious offender alternatives — was a response to the growing number of serious and violent juvenile offenders on probation officer caseloads. The program intended to determine "just what works" with that population of youth and began with a limited assignment for a few officers with juveniles determined to be the most difficult.

The program involved a relatively short term (six months), intensive supervision and services and weekly contact. The goal of a 20 percent reduction in recidivism was achieved.

Another selected offender probation program also involved intensive supervision plus mandatory counseling for probationers who had committed an offense of burglary, grand theft, auto theft or possession of stolen property where it appeared alcohol abuse was a contributing factor. Important positive change resulted over a three-year period — an improvement in social adjustment and community integration and a drop in recidivism.

The District Attorney's award came for a new two-year limited term class for deputy district attorneys. As attrition occurs in the department staff, limited term attorneys are hired. Salary and benefits for the new class are about half the cost of sustaining higher level attorneys to do the less-serious work more appropriately handled by limited term grades.

The Regional Occupational Program through the Superintendent of Schools was honored for recognizing growing needs for vocational training aimed at actual employment markets. Developed in 1974, the program in 1981 had nearly 10 times the student population of its first year and offered 70 different vocational programs for the more than 250 occupations. In 1979-80, 80 percent of those who completed training were employed.

The Sheriff's Department projects received 1981 NACO honors. The Career Criminal Apprehension Program was aimed at the relatively small number of repeat offenders who commit a substantial and disproportionate amount of serious crime. Its "career criminal" identification and apprehension process involved crime data gathering and analysis on a daily basis, with a storage and retrieval system containing the physical description of criminal suspects and allowing extraction of all cases with similar methods of operation becoming operational.

A Driver Alcohol Testing Program utilized grant funds from the California Office of Traffic Safety in conjunction with local funding. Its goals were to reduce alcohol testing and testimony costs and to increase drinking driver arrests.

Program savings were \$145,000 for its first year; drinking driver arrests increased by 19 percent. The results were due to the department's taking over alcohol testing rather than contracting with independent laboratories and to training peace officer to use breath testing equipment and providing easy access to testing sites.

Census information profiles typical Contra Costa citizen

Median income

The highest median income in all of California for 1981 once again came from residents of Contra Costa County.

Figures released by the state's Franchise Tax Board showed the median income for all County returns as \$18,213. Joint returns showed a median of \$30,054. (The median is the income which falls in the middle.)

Statewide, medians were reported as: all returns, \$13,750; joint returns, \$23,828.

This story was written by Barbara Cohen of the Leshner News Bureau

The typical Contra Costan is 30.6 years old, married and living in his or her own home, which contains 2.69 persons and is worth \$94,600.

This profile emerged recently from the state Census Data Center is Southern California from information compiled in the 1980 United States census.

The three cities whose citizens most closely mirror this profile are the neighboring communities of Concord, Pleasant Hill and Martinez in central county.

But Contra Costa's 666,500 residents are a heterogeneous lot resulting in a county whose 15 cities and more than a dozen towns provide a rich diversity.

Statistics dealing with age, marital status, and housing, supplied by the county planning department, convey this varied picture.

ELDERLY

The county's oldest citizens tend to congregate in the cities of El Cerrito and Walnut Creek and the unincorporated towns of Bethel Island and Kensington in east and west county, respectively.

Bethel Island, a small but growing Delta community which caters to retired folk, takes top honors for the highest median age in the county at 48.6 years. (Median denotes the middle range between the highest and lowest numbers.)

Bethel Island is followed by Kensington, El Cerrito and Walnut Creek, whose median ages are 41, 40.1 and 39.6.

Walnut Creek, however, contains the largest percentage of senior citizens of any community in the county, with 20.2 percent of its residents being 65 years old or over.

Bethel Island closely follows with 19.7 percent, while Kensington and El Cerrito take third- and fourth-place honors with 16.7 and 15.9 percent.

County planning staffer Linda Moulton attributes El Cerrito's and Kensington's large elderly populations to the fact that these are older communities whose residents tend to stay put.

The large retirement community of Rossmore, a city within a city, accounts for Walnut Creek's hefty number of seniors, she added.

See MERIDIAN, Page 18

Mt. Diablo important in land survey

This story was written by Charles A. Bohakel, Education Director of the East Diablo Historical Association.

Visitor to the summit of Mt. Diablo may not be aware of the important role this mountain played in surveying the public lands of California and Nevada.

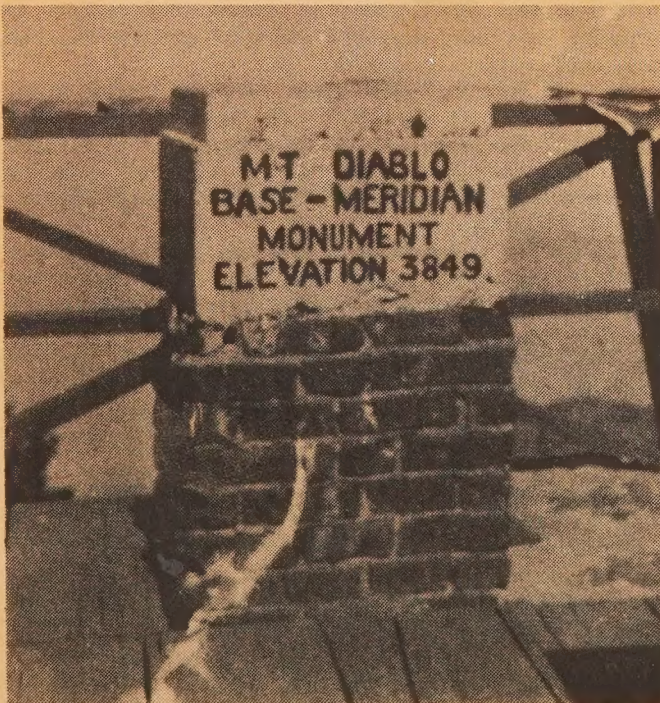
A sandstone structure, called the Summit Building, is built on the exact summit of the mountain and contains a bolt, set in solid rock, that marks the spot where the Mt. Diablo's meridian (north-south) line and its base (east-west) line intersect. It is from this point that public domain land in northern and central California and western Nevada are surveyed.

Because Mt. Diablo is the most prominent landmark in the Bay Area and easily visible from so many places, it was selected as the starting point for surveying public land in 1851.

Deputy U.S. Surveyor for California, Leander Ransom, received instructions dated July 8, 1851, from his superior, Samuel D. King, U.S. Surveyor General for California, telling him that "an east-and-west base and north-and-south meridian line, be run and established, passing through the most prominent peak of Mt. Diablo."

Ransom left San Francisco with the necessary tools and camp equipment the same day. He and his party of three hired men took a boat to Benicia, where the Quartermaster of the Benicia Arsenal supplies them with horses, mules and wagons.

Ransom then hired two additional men to help establish the surveying point atop the mountain. The survey party left Benicia and camped at the Bishop Ranch, located near Mt. Diablo's western base.



In this photo furnished by Charles Bohakel, an old brick monument marks the spot from which public lands were surveyed. The marker was removed in 1920 and replaced with the Summit Building.

See STATISTICS, Page 18

Health Services programs expand

The Health Services Department mission is to assure that the citizens of Contra Costa County:

- have access to necessary and high quality care;
- live and work in a safe, healthy environment;
- have access to resources which enable them to prevent illness or promote better health;
- have this access in a cost-effective and efficient manner.

The department, headed by Arnold S. Leff, M.D., has six divisions: the Contra Costa Health Plan, Alcohol/Drug Abuse/Mental Health, Medical Care, Public Health, Environmental Health and Management and Administration.

MEDICAL CARE DIVISION

The Medical Care Division, under the direction of Walter Carr, M.D., has a threefold mission: to provide a full spectrum of medical services, based on the needs of the residents of the County, in concert with other providers in the community; to serve as an educational facility in various technologies and professions; and to serve as a developing research center.

The division offers acute inpatient services that include medical, surgical, recovery, obstetric, pediatric, intensive, emergency and rehabilitation care. A popular feature of the maternity unit is its alternative birth center for those who prefer to give birth in a "home-like" setting.

The pharmacy department began its new "intravenous additive and hyperalimentation program" on C Ward and ICU in November 1981. This program provides a more efficient means of preparing intravenous solutions and medications to be administered to patients.

Another new program is the Respiratory Care Program instituted by the cardio-pulmonary department. It provides the technical expertise needed to make patients with respiratory problems more comfortable, help them recover more quickly and help prevent complications.

Cardio-pulmonary is a newly organized department and, in addition to the respiratory program, also encompasses the EKG, pulmonary function testing and echocardiogram service.

The medical laboratory obtained new equipment to enable more efficient specimen analyses and produce reports more quickly. One new machine is a KDA which analyzes blood chemistry. Another is the Coulter Counter for counting red and white blood cells and calculating indices.

Generalized medical care continues to be offered to ambulatory patients at the Martinez, Richmond, Pittsburg and Brentwood Centers although hours have been reduced in some clinics. Outpatient recovery is available at the Martinez site for minor operative procedures that do not require hospitalization.

Also available at the Martinez site are: physical therapy through the Ortho, Arthritis, Low Back and Pain Clinics; physical and occupational therapy through the Neuro-Rehab and the Brace-Amputee Clinics; and occupational therapy through the Speech Clinic.

The Hospice Service for Terminally Ill Patients provides patients and their families with physical, emotional and spiritual support. This program is staffed both by health services staff and volunteers.

The Medical Care Division and the Public Health Division in liaison make possible continuity of care as patients make the transition from hospital to home. In addition, some out-

patient services are now operated jointly by both divisions.

A wide variety of educational programs are offered. The three-year postgraduate program prepares medical doctors for specialty board certificate in family practice. The 18-month family nurse practitioner program prepares registered nurses for certificate as nurse practitioners. Both of these programs are offered in affiliation with the University of California, Davis, Medical and Nursing Schools.

Students representing a wide range of disciplines come to Health Services for their clinical practicum experience. These include students in professional nurse, vocational nurse, dietitian intern, dietary assistant, occupational therapy, physical therapy, respiratory intern, emergency medicine technicians (levels I and II), administration intern, medical record and pathology residency programs.

These students come from many institutions, among them Los Medanos College, Contra Costa College, University of California at Berkeley, Solano College, Holy Names College, and Veteran's Administration Hospital.

In addition the division operates inhouse programs such as the hospital chaplain internship and nurse internship. The nurse internship program provides an opportunity for newly licensed R.N.'s to make the transition from school to the work setting and for returning R.N.'s to update their skills.

The education and training department is a state approved provider for continuing education programs for physicians, registered nurses, licensed vocational nurses and other health practitioners in the community. Courses lead to specialty certificates in coronary care and basic CPR and advance life support. Courses on safety training are also available.

Patients can take classes in hypertension, smoking, parenting and child abuse. Prenatal classes are given by the Medical Social Services Department.

The department participates in providing basic medical screening to the community at the annual health fair. This includes blood pressure, blood, eye and other exams.

Energy and creativity have not been stifled by fiscal cutbacks as is evidenced by numerous services and projects under consideration/development. These include such projects as the lobby remodeling, automated appointment system, automated medical records, child care centers, geropsychiatric unit, rehabilitation, CAT-SCAN, and nursing school feasibility studies.

The Medical Care budget, including the Contra Costa Health Plan, was \$35.5 million.

CONTRA COSTA HEALTH PLAN

The Contra Costa Health Plan, directed by Robert Kaplan, operates the Contra Costa Health Plan in the central county area and the Key Plan in the east and west areas.

CCHP has been federally qualified as a health maintenance organization since June 1980. It provides prepaid health services for employee groups, individuals, persons eligible for Medicare and those eligible for Medi-Cal benefits.

The plan submitted an application to the federal government in 1981 for expansion of its service area to include the east and west county areas, to be effective in July 1982, if approved.

During 1981, CCHP grew from 1,100 to 1,800 members, including 450 County employees. This is an increase from just over 100 members the previous year.

In the future, CCHP plans to target other public employees, private organizations on contract with the County and private companies otherwise interested in providing the Plan to their personnel. In addition, CCHP will be serving an increased number of persons who are eligible for Medicare and Medi-Cal benefits.

During 1981 a remodeled wing of the County Hospital in Martinez opened for Health Plan patients and a Member Service staff was organized to assist members in securing needed services.

The Health Plan continued progress at lowering the cost providing care to all members, continually reducing the required County Contribution. Increased enrollments will help to continue this trend.

PUBLIC HEALTH DIVISION

Orlyn Wood, M.D., retired in July 1981 after serving seven years as the Assistant Health Services Director for Public Health. The position is currently held by Kathleen Erhart, M.D.

The Public Health budget for 1981-82 was \$7.3 million, excluding the \$1.63 million allocated for crippled children's services.

During 1981, the Public Health Division enrolled over a thousand new Southeast Asian refugees for preventive health care. Services included orientation to medical care resources, immunizations, tuberculin testing, laboratory tests, arranging for medical evaluations, and supervision for ongoing health problems.

Essential translator services were supported in part by Federal grants.

The nutrition staff has provided a comprehensive guide on food, nutrition and cultural problems for use by professionals when working with refugees. A symposium on nutrition and the refugees was given in the fall of '81 for professionals providing services to Asian refugees.

The highest number ever of rabid animals (101) was found positive by test in the public health laboratory during 1981. Rabies was found in 98 skunks, 2 foxes, and one bat.

In the division's Dental Education Program 20,000 children were taught proper flossing, brushing, and fluoride rinsing techniques in 65 schools in the County. The benefits of this program have been realized in increased knowledge about dental disease prevention, improved oral hygiene habits, fewer dental emergencies in the schools and a positive attitude toward good dental health.

Teen-age screening and health education programs continued county-wide. Approximately 900 teen-agers were seen in the Public Health Teen Clinics in 1981.

A special peer education and risk reduction project got under way in two East County high schools, Liberty Union and Antioch.

A prenatal program for pregnant teens was also initiated in the eastern part of the county.

Public Health clinics also provided services to screen 4255 children in 1981. Most of these children were from low-income families, while the Child Health and Disability Program provided surveillance for the mandated one-time screening for all new school enterers, approximately 13,000 youngsters.

The Nutrition Education Project provided in-services training for teachers, food service personnel and parents, and monitored and evaluated nutrition education programs that were implemented in over 65 child care agencies throughout California.

It provided nutrition education to over 3,000 preschool children, 500 preschool staff and 2,000 parents, on who to choose nutritious foods for a healthier life.

Through the California Children's Services 672 handicapped children were evaluated for eligibility for services in 1981. Direct physical and occupational therapy was also provided in five public schools.

The Women, Infants and Children supplemental food/health care project reached 736 women, 955 infants and 3248 children in 1981. As a result, 4939 children have been given a change to starting life healthier and to maintain that health level throughout critical early years.

Health services for senior citizens came through the Healthy Older Adult Program. More than 10,800 older adults without a regular source of medical care were checked for blood pressure, glaucoma, vision problems, diabetes, hearing, nutrition, medication evaluation, and were given oral and foot inspections.

Counseling to minors and medical examinations, birth control services, pregnancy testing and appropriate referrals were provided to 6,019 women in 1981.

The divisions nursing home services frequently contacted 35 skilled nursing and intermediate care facilities and assisted the homes in achieving and maintaining acceptable standards of nursing care.

Information was available on request, to consumers on the kinds of care available and anticipated costs. Referrals came from state assessment teams for placement of patients in different levels of care.

The Nutrition Project for The Elderly served 265,000 meals to 6,600 seniors at 23 sites throughout the County. Besides the nutritional benefits, these individuals profited from the opportunity for socialization.

The Public Health Nursing and Home Health Agency staff made field visits and participated in clinic activities virtually across the board in Public Health programs: communicable disease; immunization; TB and VD control; family planning; post partum services; infant and child health; adolescent health; handicapped children; adult health/chronic disease; geriatric services; skilled home nursing, therapy and social-work home services. Altogether, approximately 145,000 individual services were rendered.

ALCOHOL/DRUG ABUSE/MENTAL HEALTH

Under the direction of Donald Goldmacher, M.D., Assistant Health Services Director, the Alcohol/Drug Abuse/Mental Health (A/DA/MH) Division implemented a new management structure and many new programs in 1981.

A program management structure was implemented for the division through establishment of the key management positions of Children and Adolescent Services Program Chief, Geriatric Services Program Chief, Criminal Justice Health Services Program Chief, and Deputy Mental Health Program Director. Each was to direct the development of programs in his/her special service areas throughout the County. Program planning staff were also designated and hired for the first time.



Bearing up
under the strain
of his role
is 1981
Board
Chairman
Tom Powers.



Boating is big business in the Sacramento-San Joaquin Rivers Delta on the eastern edge of Contra Costa. Preservation of the Delta and its fisheries figured importantly in the fight against the Peripheral Canal in 1981.

Residents choose special districts

Special districts provide a particular service to a specific area or group of citizens, initiated by petition of voters living in that area.

The Board of Supervisors serves as the exofficio governing body for 63 special districts and service areas. The districts are county sanitation (4), fire protection (13), flood control (1), storm drain maintenance (2), storm drainage (1) and Water Agency. Service areas are: drainage (3), street lighting (4), library construction (4), police (4), parks/recreation (7), road maintenance (1) and miscellaneous (19).

There are 49 independent special districts governed by elected officials. Most are single purpose districts and are autonomous. These are: community services (2), county sanitation (1), county water (3), fire protection (3), irrigation (2), local hospital (3), mosquito abatement (2), municipal improvement (1), public cemetery (2), reclamation (10), recreation/park (5), resource conservation (1), sanitary (8), and inter-county (6).

Contra Costa County has 19 school districts, all of which are governed by independently elected school boards.

These boards determine policy for the operation of the schools; enforce the course of study and compliance with laws and regulations; employ teachers and other personnel; and are

responsible for the maintenance and operation of school buildings.

These districts are: community college (1), high school (1), unified (7) and elementary (9).

Job goals affirmative

The Affirmative Action Officer monitors the County's personnel selection procedures such as recruiting, examining and classifying jobs.

She compiles and analyzes statistical data on the race, ethnic and sex composition of the County workforce and coordinates and assists County departments and fire districts in achieving departmental affirmative action goals.

In 1981, the Department of Fair Employment and Housing and the Office of Revenue Sharing agreed that the County had made an affirmative effort in changing its workforce to reflect the multi-cultural population of Contra Costa.

The Affirmative Action Program emphasizes affirmative action progress in occupational categories such as professionals, technicians, protective services, para-professional, office-clericals, etc. Each department's timetables and goals and its promotional and separation patterns are analyzed.

Planning guides land use

The Planning Department's basic goal is to provide County residents with a suitable and attractive environment in which to live and work. The major regulatory activity of the Department occurs in the unincorporated area.

Its objectives are to: (1) maintain a process of long range planning to facilitate the adoption of development, community facilities and environmental policies and (2) regulate the use of land in accordance with the adopted policies of the County and pursuant to local, State and Federal laws. The objectives are met primarily through the Current and Advanced Planning Divisions.

Director of Planning Anthony Dehaesus has held the position since his selection by the Board of Supervisors in 1968. The department budget was \$1,789,880.

Other programs within the Department are County-wide in scope. The Data Services division researches, analyzes and disseminates statistical information to provide the County, other public agencies, businesses and citizens with adequate data with which to plan for the future.

The Community Development and Housing division administers the Federal Housing and Community Development Act of 1974 in accordance with applicable regulations to allow the County, its cities and citizens to qualify for federal grant funds for the development of viable urban communities.

During the calendar year 1981, the department felt the effects of high interest rates and a less than favorable economy. The number of applications for development received was less than in the prior calendar year, due primarily to a noticeable decrease in the second half of the year, particularly in the fourth quarter.

Although applications were off, the quantity of work continued. Some examples of large developments for which applications were received and resources dedicated were: Granada Sales (100,000 sq. ft. of office complex), Toyota Regional Parts Depot (392,000 sq. ft.) Chevron, Inc. (1.5 million sq. ft. of office complex), and Beckman Instruments (480,000 sq. ft. of light industry, office and warehousing space).

In addition, resources were devoted to a number of on-going projects in protection of County interest such as flood hazard, parks and recreation, energy, solid waste management and agricultural preservation.

Some General Plan amendments were under review, due to the expanding needs of the community for housing, commercial locations and industrial sites. These dealt with the areas of Rodeo, Clayton, Pleasant Hill BART Station, Crockett, Oakley and Alhambra Valley.

Special Area Plans were under review for Bethel Island and Buchanan Field.

Community Development and Housing

Within the Community Development and Housing Division, staff regulated the distribution of approximately \$4 million in grants to low income families and to communities for special projects including maintenance and construction of public use facilities.

Contra Costa County's Community Development and Housing Program was acknowledged nationally for its efficient implementation of its Block Grant program.

In November Chairman of the Board Tom Powers presented a certificate of commendation to Dehaesus and Program Director Dennis Fransen for their work on the Community Development Block Grant Program, rated number one in the United States for all urban communities with more than 350,000 population.

Surveys held in March and September determined that Contra Costa has made the most progress at implementing community development plans and funding.

The Housing and Community Development Advisory Committee was also commended.

In addition, the Division laid the necessary ground work for issuance of housing revenue bonds to provide funds for mortgages at an interest rate affordable to moderate income buyers.

This required a coordinated effort between the County, bond brokerage companies and developers. Expectations are that the County may be in a position to offer these bonds some time in calendar year 1982, depending on conditions in the money market.

Redistricting

Aside from regular programs assigned to the Data Services and Evaluation Section, there were two special assignments of interest in 1981. The first was Supervisorial Redistricting, to which the section devoted considerable attention and energy.

A special computer tape obtained from the Bureau of the

Census was used to estimate the existing populations of the five supervisorial district. These estimates were compared with a numerical average that would set an "ideal," even population for each district, in order to assess which districts deviated significantly from the average.

Interviews were conducted with each member of the Board of Supervisors; following the interviews, a series of five alternatives for redrawing the boundaries of the five districts were developed.

Alternatives were presented to the Board and extensive public hearings were held. As a result of testimony a number of modifications were prepared and resubmitted for additional hearings.

Following the hearings, the board directed staff to prepare a final redistricting map which, for the most part, avoided splitting cities between supervisorial districts and attempted to equally distribute the population among the five districts.

Census Tape Processing

Data Services also prepared for processing the 1981 Census tapes. After meetings with interested staff members of Contra Costa Cities, formats were developed from the Census tapes, the Census software program was installed on the computer and the programs were tested.

As an affiliate in the State Census Data Center Program, the section has compiled various census reports and will offer tape processing services to users on cost reimbursable basis.

Land Information System

Another project in which the department actively participated was the creation of a land information system, in cooperation with the Assessor's Office, Public Works, Building Inspection and the County Administrator's Office.

The system is expected to be larger in data retrieval than any present computer system under auspices of the County. The system was a geographical data base identifying all parcels within the County.

It is expected that the on-line computer system would vastly improve the record keeping system and service to the public. The concept is to consolidate all of the land information on each department's logs and records into an on-line computer system which could be accessed instantly through terminals located within the departments.

CONTRA COSTA COUNTY 1981 POPULATION CITIES

Antioch	44,750
Brentwood	4,520
Clayton	4,480
Concord	103,200
El Cerrito	22,700
Hercules	6,475
Lafayette	22,250
Martinez	23,450
Moraga	15,050
Pinole	14,450
Pittsburg	33,750
Pleasant Hill	26,650
Richmond	76,000
San Pablo	20,200
Walnut Creek	55,800

UNINCORPORATED AREAS

Alamo	8,505
Bethel Island	1,744
Byron	806
Crockett	2,691
Danville	26,446
Discovery Bay	1,326
East Richmond Heights	3,349
El Sobrante	10,535
Kensington	5,342
Knighten	104
Oakley	2,816
Orinda	16,825
Port Costa	257
Rodeo	8,286
Sandhill	2,606
San Ramon	22,356
Tara Hills-Montalvin	9,471
Vine Hill-Pacheco	6,129
Walnut Creek West	5,893
Walnut Heights	3,700
West Pittsburg	10,244

Public protection a County priority

Courts work to clear backlog

A three-day "crash" settlement project in September helped clear the Contra Costa County Superior Court backlog of civil litigation that had risen to about 2,500 cases.

Known as the Bench-Bar Settlement Program, the project was a joint effort of the Court and the County Bar Association.

Eleven judges and 50 attorneys were assigned to panels reviewing and settling 297 lawsuits involving personal injury claims. More than 470 suits were brought into the sessions.

In a report to the Board of Supervisors in December, Superior Court Presiding Judge E. Patricia Herron said attorneys donated \$100,000 worth of their time to set up the program and serve on the panels. (Each panel consisted of a judge and two lawyers.) She said the program save the equivalent of 2.6 judge years.

Panelists were able to consider all the evidence that would have been presented in a regular trial but made their review and decisions without any delay.

The backlog of cases usually presented a waiting time of 18

to 24 months before hearing and settlement. Some cases were more than three years behind.

Judge Herron appointed Judge Coleman F. Fannin to administer the County's first BBSP.

In other assignments during the year Herron assigned Judge Richard Arnason as presiding criminal judge.

During 1981 two judges retired from the County Superior Court — Judges Sam Hall of Dept. 1 and Thomas McBride of Dept. 9.

But the Court gained a new administrator in 29-year-old Len LeTellier, who came to the dual duties of Superior Court Administrator/Jury Commissioner from Orange County's court system.

LeTellier assumed his duties in December. Former administrator Russell Cramer had resigned in July.

His position is appointed by the judges of the Court to organize and administer the non-judicial activities of the Superior Court; manage the court calendar; prepare and administer the court budget; maintain statistics and assignment records; and recommend improvement in the court's administrative system.

As commissioner, LeTellier certifies a list of trial jurors for the Superior and Municipal Courts; draws, summons and instructs jurors.

The Superior Court judges are elected to six-year terms on a staggered basis. They are in reality state officers who sit in the Superior Court of the State of California in and for the County of Contra Costa.

This is the chief train court, with jurisdiction in equity, probate, insanity, juvenile and felony cases, and in civil cases involving more than \$15,000.

The Superior Court selects a body of 19 jurors — the Grand Jury — each year to hear evidence against non-charged persons suspected of crime and to decide if these persons are to be brought to trial.

The Grand Jury also probes the need for improved local government operations and investigates public officer suspected of misconduct of office. Jurors present a report at the end of their year-long term, detailing the investigations and suggestions of its committees.

Municipal Court judges are elected to six year terms. They conduct hearings for misdemeanor cases and for persons with traffic violations.

These courts have jurisdiction in civil matters to \$15,000. Each Municipal Court has a Marshal, who serves as bailiff and process/server for that district.

In mid-December the Board of Supervisors approved the appointment of a traffic commissioner to be shared by the

More citizens use Public Defender

A two-year report ending in 1981 revealed a period of change for the Public Defender's office, particularly in caseload pattern. During the two years, the department experienced back-to-back caseload increases of approximately eight percent each year, or an average of 933 cases per year.

The office provides legal defense for persons who cannot afford to employ an attorney and who are charged with criminal offenses or otherwise face possible loss of liberty under California laws. All programs are mandated.

The department is directed by Public Defender Patrick R. Murphy.

The increases may be due to the recent economic recession coupled with a high rate of inflation and unemployment.

The budget approved for public defense in July 1981

was \$2,888,804. Staffing includes about 32 attorneys.

Over the two-year period of the report ending with June 1981, attorneys handled 217 felony trials with each trial averaging 4.3 days in length. Misdemeanor trials numbered 276, each taking about 1.9 days.

In the single year preceding the report, the office opened 13,342 cases. Of these 4,429 originated in the Richmond branch; 5,122 in the Concord branch; and 3,791 in the Martinez branch.

The cases included 28 homicides; 1,952 felonies; 8,061 misdemeanors; 1,738 juveniles; 794 conservatorships; and 769 miscellaneous.

Besides the staff of attorneys, the Public Defender maintains a Liaison Service Program to attempt to place, with court approval, public defender clients in rehabilitation programs.

Superior Court Judges

Courthouse

Martinez 94553

Sam W. Hall (retired)

Thomas F. McBride (retired)

E. Patricia Herron

Wayne Westover

Richard Patsey

Richard E. Arnason

Max Wilcox, Jr.

Robert J. Cooney

Norman Spellberg

Gary Strankman

David A. Dolgin

Martin E. Rothenberg

William R. Channell

Coleman Fannin

Family Law Commissioner

James H. Libbey

Municipal Court Judges

Bay Judicial District

100 - 37th Street

Richmond 94805

George D. Carroll

David W. Calfee

Bessie P. Dreibelbis

Thomas F. Curtin

Robert G. McGrath

Delta Judicial District

45 Civic Avenue

Pittsburg 94565

Manuel C. Rose

Gerald A. Belleci

Mt. Diablo

Judicial District

1950 Parkside Drive

Concord 94519

Mark Simons

John D. Hatzenbuehler

Louis L. Edmunds

Ellen S. James

Walnut Creek-Danville

Judicial District

640 Ygnacio Valley Road

Walnut Creek 94598

Michael J. Phelan

Joseph R. Longacre, Jr.

John C. Minney

Mt. Diablo and Walnut Creek-Danville Courts, to start in February 1982.

Sharing a commissioner is expected to cut the two courts' backlog at half the cost of appointing two more judges, about \$12,000 per month for commissioner and staff while two judges and staff would cost about \$24,000 a month.

The long-sought consolidation for Muni Court marshals began in December with appointment of Donald Terrill as the first marshal of the courts. His duties will be effective with the new year.

By eliminating the boundaries of judicial districts the marshals will be able to act anywhere in the County, acting as bailiffs, serving subpoenas and court orders, making warrant arrests, providing escort service and supervising prisoners in court.

They also transport prisoners from court to jail and take care of eviction proceedings.

The budget for courts and marshals was set at \$11,426,316.

DA is chief law enforcer

The District Attorney is elected for a four-year term. William A. O'Malley has been the District Attorney since 1969.

As the chief law enforcement officer of the county, he is responsible for prosecuting all persons who commit crimes within the county. This includes responsibility for investigation, locating witnesses for trial, extraditing known criminals to be returned for trial, as well as all other aspects of trial preparation.

The office of the District Attorney is also responsible for handling consumer fraud, major fraud, pollution, election and conflict of interest cases.

The Family Support Division of the District Attorney's Office is responsible

for collection of support from absent fathers, paternity, and welfare fraud matters. In fiscal year ending July 1981, the Family Support Division collected \$6,467,792 from absent fathers who without District Attorney intervention would not have contributed to the support of their children.

As Public Administrator, he takes charge of all property within the county of persons who have died without an executor or administrator for their estates, when as a consequence, the estate is being wasted, uncared for, or lost.

He administers estates of decedents who have no known heirs when those estates come under the

The new County Detention Facility began accepting prisoners from the old jail early in 1981 and the \$24 million facility was filled to capacity soon after.

The four-tiered, 386-bed jail is a pre-trial, pre-sentencing facility and is one of three for which the Sheriff's Department is responsible.

The majority of sentenced inmates are housed at the Clayton Rehabilitation Center. Outside work and school programs are maintained for selected inmates at the Richmond Work Furlough Center.

These facilities and their staffs make up the detention division of the Sheriff-Coroner's Office. The division also supplies bailiffs for the Superior Court system.

Richard K. Rainey was elected Sheriff-Coroner of Contra Costa County in 1978. As sheriff, he is the chief law enforcement officer for the county and serves a four year term. His department has eight divisions.

The Board of Supervisors has budgetary control for the department, the county's largest police force. The year's gross budget was set at \$25,995,122.

The Sheriff's Department enforces all applicable state, county and federal laws in the unincorporated areas of Contra Costa and provides police service for the city of Lafayette under a special contract.

The Coroner's Office, also headed by Rainey, conducts investigations into all violent deaths and deaths for which no attending physician can certify causes. It notifies the next of kin and safeguards property on the body, performs autopsies and maintains the county morgue.

The patrol division of the department provides 24-hour daily police service. The division has a marine patrol which polices the more than 1,000 miles of waterways in the county.

An investigations divisions provides specialized investigation for the county, contract cities and special districts.

The service division has two primary functions: The record bureau indexes and files all department records from which departmental statistics can be compiled and processes permits required by ordinance or state law. Arrest warrants are also handled by records.

The civil bureau serves all civil process sent to the Sheriff, including wage levies, court summons and divorce papers.

The servicing, maintenance and engineering of radio equipment for the county and other jurisdictions such as fire protection districts and ambulance companies are handled by the Sheriff's Department communications division.

In the criminalistics laboratory division a wide range of physical evidence analysis services are provided to governmental agencies in the county.

While over-all administration of the department rests with the Sheriff and assistant sheriffs, the administration division is responsible for budget management, purchasing and expenditures, personnel processing, gun permits, planning and payroll.

Administration also is responsible for training, reserves, intelligence and minority recruitment.

Probation serves juveniles, adults

The County Probation Department participated in an innovative program in 1981, the "Standards and Training for Corrections" project.

Funding was provided for Probation and other local agencies such as the Sheriff's Department and District Attorney's Office, through penalty assessment programs, and paid for staff replacement, tuition, transportation and related expenses.

Approximately 275 Contra Costa Probation staff took part, receiving a total of 15,841 hours of training in such areas as crisis intervention, working with gangs, child abuse, CPR/first aid and domestic and family violence.

In addition to this staff training program, the department worked cooperatively with Los Medanos College in providing 1000 PC classes (an education program for minor drug offenders). Approximately 400 individuals participated in these classes during 1981, which are seen as an important resource to the Courts and Probation.

Declining school enrollment and fewer arrests reported by law enforcement agencies were cited as cause of fewer referrals to the Probation Department during 1981. However, the number of juveniles under probation supervision and in out-of-home placement steadily increased.

This trend would indicate that only the most serious

cases, requiring more drastic intervention, are being referred for probation services. County Probation Officer Gerald Buck was appointed by the Superior Court Juvenile Judge. This department investigates and reports to the court on sentences or special programs for persons convicted of crimes and youngsters brought before Juvenile Court. It advises the court on bail for persons awaiting trial, and supervises persons during their probationary period.

The department's 1981 budget was \$14,698,650.

Referrals come from schools, parents or guardians, or through citation from law enforcement agencies. Petitions are filed with the Juvenile Court through the District Attorney, and the Probation Officer prepares a social study (court report) for the court with a recommendation for appropriate disposition of the case.

Supervision services for youngsters placed on probation include regular contact with the minor and his/her family in an attempt to identify the cause of the delinquent behavior and to make the necessary adjustments to prevent further acting out.

Placement services, ranging from attendance in a day school program to placement in a foster home to commitment in a County institution or the California Youth Authority for the more serious offenders, are

available as deemed necessary for the particular child.

Special services are also provided by the department including home supervision (daily contact with those minors awaiting a dispositional hearing in their home in lieu of Juvenile Hall detention); traffic referees (probation officers who are appointed by the Juvenile Court to hear and adjudicate traffic law violations in West County); sealing of juvenile records (for those former probationers or referrals who qualify under Section 781 WIC); and special investigations in contested child custody, guardianship, abandonment and Probate Court matters.

The department's juvenile Serious Offender Project terminated in June 1981 when federal funding ended. This project, which provided intensive supervision of small caseloads of juveniles exhibiting violent tendencies in their past history, successfully demonstrated that this type of supervision can be effective in modifying the behavior of some youth.

The program's goal was to reduce repeated incidents of violent behavior by youths. A private evaluation of the programs indicated a 20 percent drop in repetition of offenses.

July 1 saw the start-up of an anticipated three-year Young Chronic Offender Project, also federally funded. This project aims at identifying and planning for treatment of young chronic offenders and at reducing the recidivism rate of these youngsters.

The Probation Department continues to operate the Juvenile Hall located in Martinez, as well as three treatment facilities, Byron Boys' Ranch, Girls' Center and Boys' Center, which have operated at or near capacity throughout the year.

The award winning Weekend Work Program for juveniles continued to provide a dispositional alternative to the Juvenile Court in 1981 for more than 1,000 referred youngsters.

The NACo-award winning Wilderness Experience program completed another successful summer program of camping and backpacking for wards of the Juvenile Court. This program is designed and operated by Probation staff who volunteer their time and energies to work with trouble youth in the out-of-doors.

The Department's Adult Division maintained its responsibility for investigations and recommendations to the Superior and Municipal Courts on sentences, special programs, bail and supervision of adults convicted of crimes.

The CIDS (Coordinated Intake, Detention and Supervision) program for adults within the detention facility in Martinez included pre-trial release and jail liaison services as important components of the program.

The overall workload in adult services continued to

increase steadily without a corresponding increase in staff. The California Legislature amended provisions of the Vehicle Code, effective Jan. 1, 1982, in relation to drunk driving offenses, which will have the potential to sharply increase the future investigation and

supervision workloads for Adult Probation.

A member of the Probation Department staff, Chuck Stephenson, received the 1981 Dr. Glen Kent Memorial Award for outstanding community service.

Agriculture busy in rural/urban County

As state, county, and federal officials battled to eradicate the state's spreading Medfly infestation, the County Agricultural Commissioner's role in the protection of California food and crops took on a new importance.

Discovery of a native Medfly a quarter of a mile from the Contra Costa County line necessitated a major expansion in the department pest detection workload.

To accomplish the desired level of pest detection in the County, state funds were provided to add 13 temporary pest detection specialists to the commissioner's staff. Effectiveness of the accelerated detection program was demonstrated by the trapping of 117 sterile/released medflies. No native Medflies were found in Contra Costa County.

Another major pest infestation threatened the County in June when a single male Gypsy Moth was trapped in the City of Concord.

Ag income sees drop

The County's agricultural revenues dropped \$849,480 in 1981, a 1.4 percent reduction from the 1980 total, Agricultural Commissioner John deFremery reported.

The drop in gross farm receipts, totaling \$60,758,090, resulted from fewer tomato yields, a retention of cattle-breeding stock and reduced production of indoor decorative nursery stock, deFremery said.

The Agriculture Department's Crop and Livestock Report for 1981 shows that vegetable and seed crop revenues dropped \$1.1 million last year, nursery crops by \$1.3 million and livestock and poultry by \$1.4 million.

Gains came in three categories. Field crop revenues increased by \$800,000, fruit and nut crops by \$1.4 million, and livestock, bees and poultry products by \$800,000.

Harvested acreage from corn, wheat and sugar beets also increased last year, according to the report.

An intensified trapping program in the area of discovery failed to detect further specimens or evidence of an established infestation.

The probable source of the single moth find was furniture transported into the state.

In addition to inspecting shipments for other pests such as Japanese beetle, department staff detected eight shipments of household goods arriving from the East Coast infested with Gypsy Moth in 1981.

By state law, the County Agricultural Commissioner, under direction of the state director of Food and Agriculture, is charged with the enforcement of laws and regulations relating to the sale and use of pesticides, preservation of the environment and the protection of public health as they relate to pesticide use.

In 1981, the Department issued 501 permits to use/possess restricted pesticides, monitored 199 applications and documented 28 minor infractions of state pesticide regulations.

Consumer protection programs, for which the commissioner is responsible, include enforcement of state laws and regulations that ensure compliance with the state minimum standards on fresh fruits and vegetables, eggs, nursery stock and seed.

Compliance inspections take place at production plants in the field, packing sheds, distribution centers and retail outlets.

An export certification program is also available for plants and other agricultural products shipped to other states or countries.

Information available through the commissioner's office includes statistics on county crop and livestock production and instructions on the proper methods of controlling various vertebrate and invertebrate pests and weeds.

Commissioner John deFremery also heads the department's second division.

As the enforcement agent of the state Division of Measurement Standards, the Division of Weights and Measures checks the ac-

curacy of all weighing and measuring devices used by merchants to sell their goods.

Most prominent of these devices would be scales in local super markets or gasoline pumps at local service stations.

In addition, the department checks most packaged and canned goods ranging from grocery items to petroleum products to determine if the package contains the stated amount.

The department's 1981 budget was approved at \$1,104,752.

•New unit

From Page 8

jurisdiction of the Superior Court in this county.

The 1981 budget was approved at \$7,456,014.

In accordance with recommendations made by the Citizens Advisory Committee, two administrative positions in the D.A.'s office were eliminated; Chief Assistant District Attorney and Chief Criminal Deputy District Attorney.

With the savings realized, the District Attorney created a new class of Senior Deputy District Attorney. These senior deputies function in key supervisory positions and report directly to the District Attorney.

Implementation of a subpoena-by-mail service has contributed to more effective relations between the courts and witnesses. Staff, aided by volunteers, ensure that witnesses are notified of court appearances, procedures, etc. They also provide transportation when necessary and call-off witnesses when delays are encountered.

In mid-1981, a Sexual Assault Unit was established within the District Attorney's Office. The attorney assigned to the Sexual Assault Unit is responsible for reviewing each sexual assault case, filing the complaint and following the case through the legal system.

The unit was formed in order to give these sensitive cases the special attention which they require.



Sgt. Ron Michener, coordinator of the Sheriff's K-9 Patrol, puts his giant Schnauzer, Maxmillian, through his paces. When they're not on duty, Max and his boss often put on demonstrations for the public.

Board seeks a stable fund source

In the 1970-71 fiscal year, the total County budget was about \$137 million. The budget adopted in July 1981 totaled \$281.9 million, not counting the \$55.8 million for the County Hospital Enterprise Fund.

An increase in public assistance was almost totally responsible for the jump of about \$26 million over the 1980-81 budget of \$256.2 million.

In 1977-78 the basic county tax rate was \$2.36 per \$100 of assessed valuation; the overall average rate charged was \$11.173 per \$100 countywide, ranging from a low of \$6.728 in Crockett/Rodeo to a high of \$14.013 in Pittsburg.

Passage of Proposition 13 in 1978 dropped the tax rate to \$4 per \$100 assessed valuation, a tax divided amount County, cities, special districts and school districts.

In September 1981 the Board of Supervisors adopted a countywide tax levy of one percent of full value of secured property.

The taxpayer also is billed for bond debts approved by vote prior to Prop. 13 and for special fees such as sewer service charges.

Property taxes which provided \$82.5 million in revenues for County operations and services in 1977-78, were sliced to \$48.9 million.

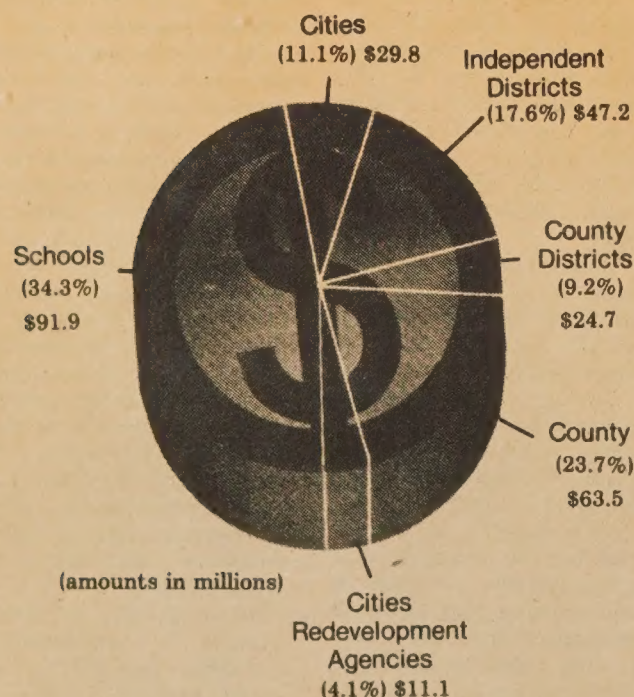
In October Contra Costa supervisors led other California counties in calling upon the state administration and legislature to establish a stable funding source to replace many of the existing subventions from the state. These subventions underwrite the cost of administering programs mandated by the state. They include AB8 health care funds and the Short-Doyle mental health allocations.

The matching share of the programs and the amount of annual cost-of-living adjustments provided for the subventions are under the control of the state legislature. Legislators can balance the state budget by demanding a greater County share or by holding down COL adjustments — as was done in 1981 with nearly every program.

Counties wanted to retrieve the funding flexibility available when they had control of the property tax and could adjust it as was necessary to meet the service needs of constituents.

Alternatives that would provide the stable funding source should be explored, the board said, including the possible dedication of a portion of the sales tax or income tax.

County gets less than one-fourth



County government receives less than one-fourth of the total property tax levied on Contra Costa residents, although for convenience to the public and low-cost, efficient administration, the County Treasurer-Tax Collector collects and the Auditor-Controller redistributes property taxes for cities, school districts and special districts as well as for the county government.

Schools receive the largest share of the average property tax dollar.

Assessor determines value under 13's 'strange array'

Prior to 1978, the Assessor's office was responsible for determining the fair and equitable value of all tangible, taxable property in the county. A taxpayer could compare his valuation with the market value of his property and his neighbor's to see if the assessment was "in-line."

Now the Assessor must use the 1975-76 value of the property with annual cost of living adjustments not to exceed 2 percent per year unless: 1) an ownership change has occurred; 2) some new construction has taken place; or 3) if factors have caused a decline in value.

Certain "ownership changes" are exempt from the definition so that a reappraisal to market value does not take place, i.e., interspousal transfers, transfers to a revocable trust or the addition of a joint tenant.

Again exceptions are the rule as some new construction is exempt from the definition, for instance, addition of an active solar water heating system, replacement of heaters, minor remodeling or repair of damage will not initiate reappraisal.

This system of property assessment results in a strange array of values for similar properties. For example, two homes in central county, basically identical and located side by side, could have substantially different values depending on whether an ownership transfer had been made or if construction had taken place.

Example:

House A owned by Mr. Jones since 1972 was valued at \$40,000 in 1975. For 1981, the assessment was based on \$40,000 plus 2 percent per year, or a total of \$45,046 (Based on market data, this home would sell in 1981 for \$154,800).

House B was sold in 1980 for \$140,500. Its 1981 assessment becomes \$140,500 plus 2 percent, or \$143,410.

For house A, taxable value \$45,046. Taxes are \$563.

For house B, taxable value \$143,310. Taxes are \$1791.

As the years go by, the difference in taxes increases because of the 2 percent inflation factor:

	A	B	Difference
1982	\$574	\$1827	\$1253
1985	\$597	\$1939	\$1342
1990	\$659	\$2140	\$1481

Since the total assessment roll is made up of a combination of the "old" values, the values on the roll have no relation to the market value of a property unless it was recently purchased or constructed. Homeowners shouldn't try to estimate the value of their property by checking the assessment.

Many property owners have decided to stay in their existing homes. Instead of moving to a bigger house, they are adding on rooms. Annual property transfers have decreased from 45,500 in 1979 to approximately 31,300 in 1981.

Buyers of property are required to file an ownership change statement with the Assessor or the Recorder. This statement includes the sales price and necessary data for the appraiser to quickly reappraise the property and set new value.

New construction, on the other hand, is more difficult and time consuming for the appraiser to value, especially with less and less staff to make necessary field checks so the Assessor has begun mailing Building Permit Questionnaires to taxpayers.

On these selected permits, the taxpayer describes the construction and its cost and indicates by a diagram, if necessary, the location and size of the project. This procedure helps the appraiser and usually saves an expensive field call. Taxpayers as a group have been very helpful making accurate diagrams, filling out the form completely and at times even sending the office a photo of the completed project.

The Assessor is aware that constant bombardment with questionnaires, forms, claims, etc. is quite disturbing but believes the process saves time and money for the Assessor's Department and, in turn, the taxpayer.

The Assessor's staff has been reduced from 166 permanent personnel and 38 CETA temporary trainees to a low of 121. Fortunately the decreases except for CETA personnel, were from attrition. Even with a reduced staff, a record increase of 14.4 percent in value was recorded in 1981-1982, bringing the total tax base to \$21,648,197,423.

In 1981 the Assessor's business division roll showed an increased in value of 14.5 percent after suffering from a 26 percent decrease when "inventory" became 100 percent exempt from taxation in 1980. There was a 4½ percent increase in the

number of assessments, including boats, aircraft and general business and agricultural accounts.

Callers to the Assessor's Office calling for information as manpower assigned to this function has been reduced. Property owners can obtain information by coming in to the Martinez office and using self-help service.

The office handled more than 251,000 individually owned properties in 1981. Its budget was \$4,674,670.

The County Tax Collector and the Assessor have now consolidated their two address indicated on recorded documents will be used for all Assessor's notices and tax bills. If owners wish to change an address, they must make the change in writing to the Assessor or Tax Collector. Forms for these changes accompany most correspondence. In order to protect the integrity of the file, requests for address changes by telephone cannot be accepted.

Information is available from the Assessor in the form of microfiche or magnetic tape for those agencies or companies who utilize the type of data found in the non-confidential files of the department.

Legislation has affected the annual workload of the Assessor's Office.

AB 20 is causing a reappraisal of 1978-79 real property on the unsecured roll.

AB 81 revised exemption procedures for churches and church property use for church operated schools.

AB 152 reorganized and clarified procedures for filing ownership change statements.

AB 375 defined the exemption for active solar energy systems. Even though they are exempt, the Assessor must inventory and document the installation since the exemption expires December 31, 1985.

AB 517 added the requirement of an inspection by the Coast Guard for documented vessels receiving the preferential 4 percent assessment ratio treatment.

AB 934 authorized fire protection districts to levy assessments for services without the vote of the people unless more than 5 percent protest.

AB1553 allows the Assessor to notify property owners who have failed to file their property statement by first class mail rather than certified mail as long as the Assessor obtains a certificate of mailing from the post office. (Taxpayers are required to file a statement if they own taxable personal property having an aggregate cost of \$30,000 or more, or if the Assessor requests that one be filed.)

AB 2074 changed some rules about cancelling a Williamson Act Contract.

SB 241 allows the Assessor to assess property on the secured roll to the owner as of the lien date (March 1) or to the person claiming, possessing, or controlling it for the ensuing fiscal year.

This bill also eliminates the requirement for redevelopment agencies to file a preliminary plan with the state and the assessor when property tax revenues are not involved.

The department has embarked on a new program involving "quality circles". These circles are small groups of employees who meet regularly on a volunteer basis to identify problems, examine possible causes and make recommendations to management for solution to these problems. The idea and the structured procedures have worked well in private industry but have not been tried extensively in government.

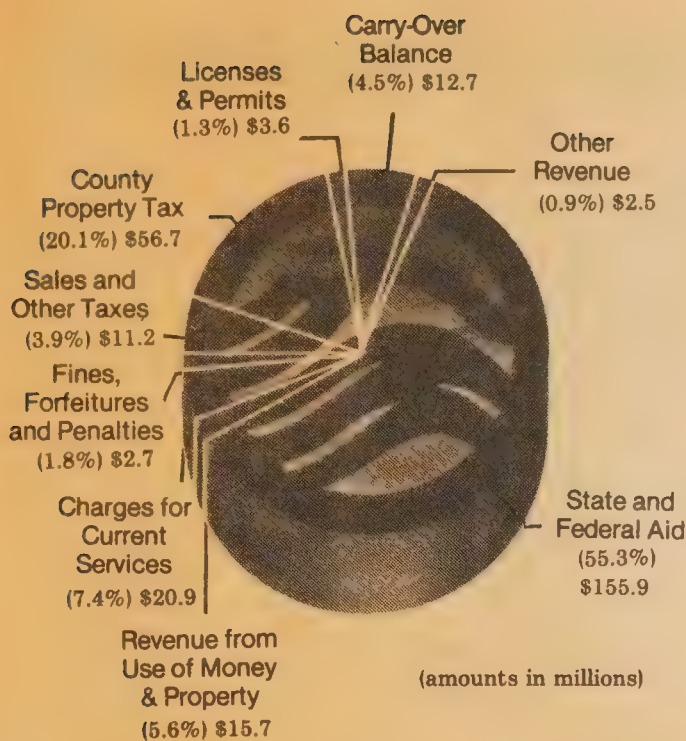
The goals of the circle program include reducing errors, enhancing quality, inspiring more teamwork, increasing employee motivation, developing a more harmonious manager/worker relationship, and the promotion of personnel leadership and development.

Hospital an enterprise fund

In accordance with Section 25261 of the Government Code, an enterprise fund has been created to account for County Medical Services which is financed primarily by charges for services.

The total enterprise fund budget for County Medical Services of \$55.8 million is not included in the budget; however, the General Fund contribution of \$14,869,950 to the County Medical Services Enterprise Fund is included in the county expenditures.

County investment programs a challenge for Treasurer



Revenues from seven sources, tax

There are seven major sources of revenue for the county other than the property tax. These, added to the annual property tax income and any carry-over balance from the previous budget, provide the total county revenue from which county government pays for services provided to its citizens. They are:

State and Federal Aid — Includes amounts received from the state and federal government primarily for welfare, health, community improvement and employment and property tax relief programs.

Charges for Current Services — Fees collected for various road, community development and general services performed by the county.

Taxes other than Current Property — Mostly county share of sales and use taxes collected in unincorporated areas, with remainder composed of penalties on delinquent taxes, a percentage of the sales tax collected in the cities, a real estate transfer tax and business franchise taxes.

Use of Money and Property — Mostly interest from investments made with funds and revenue not needed for immediate operation of the county.

Fines, Forfeitures and Penalties — Mostly generated by vehicle code and other court-imposed fines.

Licenses and Permits — Derived from issuance of animal, marriage and business licenses, plus fees collected for building and zoning permits.

Other Revenue — Revenue applicable to prior years, including sales of items being replaced (mainly automobiles and trucks) sale of maps and documents, insurance receipts and miscellaneous small item.

Alfred P. Lomeli was elected Treasurer-Tax Collector by the citizens of Contra Costa County in June, 1978.

Lomeli's office has a staff of 25 with a budget of \$1,096,960 and is responsible for receiving, investing and maintaining the county cash flow.

It collects property taxes and unsecured taxes for school districts, special districts and cities, as well as for county government itself. It also collects county license fees and public health permits.

The department is the paying agent on municipal bonds and pays county warrants for supplies and services and the salaries of county and special district employees.

It manages the investment portfolio for the County Employees Retirement System and holds in trust money in the estates of persons who have died without making a will until it is disbursed according to law. Lomeli's chief assistant, David Dezell, is responsible for the department goal of maximizing investment earnings for short term investments. These earnings are used to reduce the cost of County government with non-tax revenue.

Joseph Martinez and Nance Webster are responsible for the efficient collection of taxes. These monies must be deposited into a bank as quickly as possible, making them available for subsequent investment.

Although the county receives most of its cash from tax receipts during two short periods each year, it

spends it throughout the entire year. So funds collected by the county are invested in short term investments prior to their expenditure.

The county cash flow and investment programs have become extremely challenging projects with the passage of Proposition 13, which made all prior cash flow records obsolete.

Challenges facing the investment program include money market conditions being influenced by the Federal Reserve Board, large deficits projected for the Federal government and credit demands of corporations and consumers.

To meet these challenges, local government has responded with changing legislation to broaden the use of various investment vehicles such as bankers acceptance, negotiable certificates of deposit, commercial paper and repurchase agreements.

These investments all tend to increase the investment return over the return which the department was formerly able to achieve.

All investments are accounted for by a computerized money management system called Money Max, which provides accounting, billing and reporting services.

Blending county experience and expertise with computerized money management has resulted in increasing yields during each of the past four years as shown below.

Fiscal Year	Interest Earned
1977 - 78	\$ 9.6 Million
1978 - 79	\$16.2 Million
1979 - 80	\$26.0 Million
1980 - 81	\$32.0 Million

New techniques for keeping the county solvent are constantly being explored by the Treasurer-Tax Collector.

A successful cash flow technique implemented over the past three years has been the use of Tax and Revenue Anticipation Notes.

To do an even better job with this technique, the county may become one of

only a handful of tax exempt commercial paper issuers within the United States.

In July, Lomeli was elected treasurer of the newly combined California Association of County Treasurers and Tax Collectors.

The combined association previously had operated as two separate organizations for county treasurers and county tax collectors. Its purpose is to strive for higher professional standards.

Public assistance greatest expense

The various services and functions of county government are grouped in general areas for budgetary expenditure purposes. They are:

Public Assistance — Administration of welfare program and payment to recipients, caring for children who are wards of the courts, services to county veterans, manpower programs and community improvement and development.

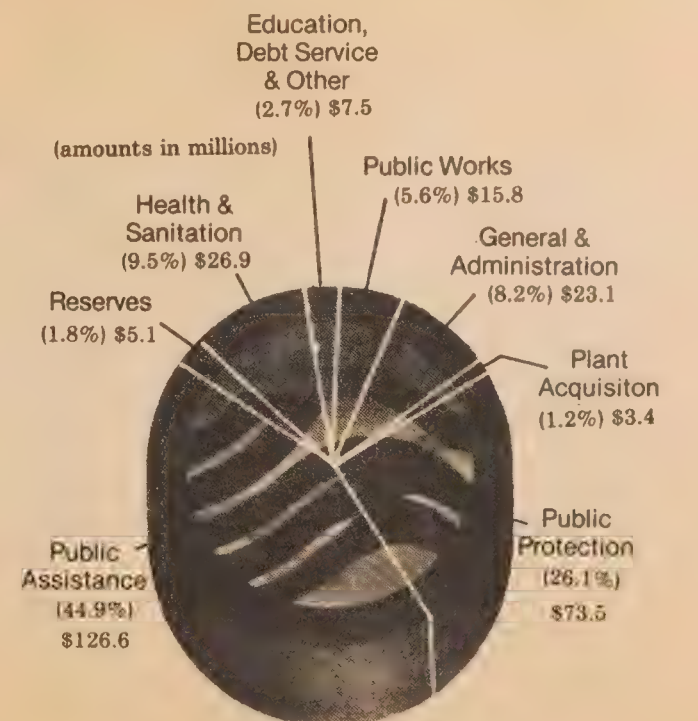
Public Protection — The Court system, Clerk-Recorder, Sheriff-Coroner, District Attorney, Public Defender, Probation Services, Detention Facility, Agriculture, Building Inspection, Planning, Animal Services, Flood Control, Civil Defense and other services.

Health and Sanitation — County contribution to medical services, public health, crippled children's services and sanitation services performed by the Health Services and Public Works departments.

Public Works — Maintenance and construction of the county road system and airport, as well as related public works administrative expenses.

General and Administrative — General county government, including central administration, property assessment, tax collection, elections, building occupancy and financial administration for county and special district operations. It includes various management and maintenance and operation functions.

Education, Debt Service and Other — Operation of the County Library system and the County Department of Education; interest expense on borrowed funds.



Auditor interprets tax laws

The Auditor-Controller for Contra Costa County is elected for a four-year term. Donald L. Bouchet was voted into the office in 1978. He is the chief fiscal officer of the county and of special districts and school districts.

The office is a "watchdog" over the legality of expenditures and the proper handling of receipts. It prepares financial reports required by the state and conducts financial audits of the County's many diversified departments and special districts. It is also responsible for data

processing, centralized purchasing and in-house reproduction services.

To assist with budget-making, the Auditor-Controller tabulates the County's revenues and its expenditures program and compiles the assessed valuation from the Assessor's rolls. He computes the tax bill that are distributed by the Tax Collector.

The office budget was approved at \$3,491,430.

In 1981, the office was responsible for practically all county transactions involv-

ing money, including:

- The flow of over \$1 billion in and out of the county treasury from all county agencies.

- Processing virtually all disbursements by county operations ranging from payment for office supplies to social programs and road maintenance.

- Processing virtually all claims by the county to other agencies, state and federal.

- In areas of budgetary controls, dealing with 9,360 potential expen-

diture/revenue codes for county departments and agencies.

The Auditor-Controller also is responsible for interpretation of complicated tax laws generated from Proposition 13 and 4 and all state legislation.

In order to allocate monies to proper agencies within tax areas, the office must make 48,000 separate calculations dealing with base and incremental taxes.

There are approximately 1200 tax rate areas and estimated 200 taxing agencies.

OES coordinates disaster planning

The Office of Emergency Services is a division of the CAO with a budget approved at \$210,300. Its efforts cover cities as well as unincorporated county areas. Planning activities and training are coordinated between the county and cities.

County staff assisted the City of Walnut Creek in conducting a Test Exercise early in 1981 and the city of Pinole such an exercise. Staff participated in a Disaster Workshop for city personnel in Martinez and in Concord.

Other training activities in 1981 included Radiological Meter Operator and Radiological Meter Operator Review courses with 26 graduates from city and county agencies and RMO Field Exercises in the cities of Richmond, Antioch, and

Pittsburg with 231 participants.

Development of a Hazmat Spill Initial Action Matrix was a major project which involved fire, police, and public works personnel along with representatives from California Highway Patrol, Caltrans, Department of Fish and Game, and other State agencies. The primary purpose of the matrix was to standardize responses to hazardous material spills throughout the county, making clear for the CHP officer on-the-scene what to expect from various county agencies, regardless of where the incident occurs.

OES staff participated in numerous discussions and workshops concerning the Mini-Crisis Relocation Plan. (Under FEMA mandates for such planning.) The plan of-

fers an interim provision for evacuating "risk areas" of the United States in advance of a nuclear conflict.

The Mini-CRP is the basic step toward a more refined and enlarged Crisis Relocation Plan. Primary thrust of the total crisis relocation planning effort is aimed at "host areas." Once host areas have been properly aligned to receive population from the risk areas, the methodology and planning for evacuating risk areas will be developed.

School emergency planning was another major OES effort. Staff worked with the County Superintendent of Schools, a committee selected by the superintendent and the Red Cross to develop, publish and distribute a guidebook for school principals who open

their schools as a center for the mass care and housing of disaster victims, in accordance with Red Cross operational procedures.

A disaster planning chart was also developed and distributed as a tool for those who are writing plans for such sites.

OES staff toured numerous industrial installations, including Shell Refinery, U.S. Steel, Chevron Chemical, and Dow Research, to help refine and/or develop plans of mutual benefit to industry and community.

The Radio Amateur Civil Emergency Services (RACES) continues to be an invaluable resource of supplemental communications for OES. Without fail, RACES members have reported for duty in the

emergency operating center for every potential emergency operation. They are capable of supplementing the normal communications, and if those should ever fail the "hams" may actually be able to replace them.

More than 75 Hazmat incidents have required the attention of the staff among which were gasoline, sulfuric acid, caustics, corrosives, anhydrous ammonia, hydrochloric acid, and silicon tetrachloride. Incidents which underlined the need for planning and exercises included the I-680 (San Ramon) toxic cloud and three Shell Refinery discharges.

The Surplus Property Program was instrumental in bringing into the county in 1981 \$27,348 worth of equipment at a savings of \$21,192 to the county. Some of the major items were trucks, weapons carriers, forklifts, and generators.

The retirement of Will Perry as the Director in March left a staff of four (two emergency planning coordinators and two clerical) to make 74 public presentations to 3,380 citizens; distribute 14,398 pieces of literature on disaster preparedness; and to loan 163 training and public information films, viewed by 6,495 students.

Acting Director Norm Stivers represented the county on the ABAG Hazardous Material Spill Task Force, United States Civil Defense Council and served on the Response and Training Subcommittees and as the state representative for California on the US CDC.

Emergency Planning Coordinator Rusk Rigor represented the county on

the Governor's Emergency Task Force Mass Care Committee. Has was an active member of the Radiological Defense Officers Association and served as president-elect. He also worked with the Northern California Council of Churches and Church World Service to develop and coordinate disaster assistance response.

A grass roots effort initiated the Central Contra Costa Emergency Operations Advisory Committee. It is composed of 14 subcommittees whose chairpersons sit on the Advisory Committee. Each group will meet regularly to clarify rolls and responsibilities; identify resources; develop operational checklists; identify deficiencies; develop strategies to correct deficiencies; and consider other items applicable to their basic mission.

Rabies, new ordinance give Animal Services hectic year

For the second year rabies in our county has been the big story at the Animal Services Department. There were 101 laboratory-confirmed rabid animals in 1981 — a record number for any county.

These rabid animals, mostly skunks, came into direct contact with people on six occasions, with cats six times. More than 100 dogs had to be quarantined or destroyed for fighting with rabid skunks.

The greatest danger feared was that if a rabid animal were to fight with an unvaccinated pet, it could pass rabies along to may people. In 1981 the Animal Services Department received 2,216 reports of people being bitten by pets.

Animal Services Director Diane Iwasa urged pet owners to provide shots for both dogs and cats. Rabies shots, as well as other pet vaccinations, were available at low cost from the Spay and Neuter Clinic, located at the Animal Control Center, 4849 Imhoff Drive, Martinez.

The Animal Services budget was \$1,856,840.

The Contra Costa Veterinary Medical Association donated its services to sponsor six low-cost Rabies Vaccination Clinics. The clinics were held throughout the county in January and February. The members of VAM contribute a great deal of effort to make these clinics successful.

SPAY/NEUTER CLINIC

The year was a very good one for the County Low-Cost Spay and Neuter Clinic, to help reduce the overpopulation of dogs and cats. The staff of the clinic performed 3,816 surgeries.

All citizens are welcome to help out at the Spay Clinic by volunteering. Volunteers are asked to work four hours per week in the afternoon.

EDUCATION

Another positive program has been the Humane Education Program. Chuck Dorn, Animal Services Supervisor, has been visiting schools all over the county since November of 1979. The program is popular as it deals not only with safety when around animals, but also responsible pet ownership.

Dorn visited 23 schools and talked to 5,625 children in 1981. Last summer, the program was given at seven county libraries for "Story Hour".

Educational equipment has been provided by SPAY (Stop Pets Annual Yield) the Contra Costa County Kennel Club and the Contra Costa Veterinary Medical Association.

REMODELING

For the first time in many years a facelift was ordered for the Martinez Animal Control Center. A remodeling project began in 1981, to include a larger, improved cat and puppy room, new "night deposit" set-up and new office space.

The new cat and puppy wing will ease the overcrowding the center has each spring. The wing has improved ventilation and will be easier to clean.

Changes were planned for the old "night deposit". Cats will have individual cages. A walk-up window will be available for people who bring animals to the center.

ANIMAL CONTROL ORDINANCE

Several changes in the County Animal Control Ordinance became effective in 1981. Highlights:

- Leash law for dogs. Dogs must now be on a leash when off their owner's property.
- Multiple pet licenses are required to keep more than three dogs and more than five cats over the age of six months in a single dwelling.
- License fee exemptions for senior citizens: One dog kept in a household where the owner of the dog is over the age of sixty-five shall be licensed without fee.
- Breeding limitation: No person shall allow his pet to produce more than one litter in any one calendar year.
- Wild or exotic animals: Owners must register their animals with the Animal Service Department. Registration shall include information on who to contact in case of emergency.
- Public Display Prohibited: Anyone giving away or selling animals in a public place must be 18-years-old and no transfer of ownership can be made to a person under 18-years.

CITIZENS ADVISORY COMMITTEE

In April 1981 the Board of Supervisors established the seven-member Animal Services Advisory Committee.

The committee was formed as a policy advisory committee to evaluate how the new ordinance is working. The committee was asked to suggest revisions or changes and to evaluate financing and fee structures for Animal Services.

The committee also serves as a policy sounding board for special interest groups.

Each member of the Board of Supervisors appointed one committee member and the County Mayors' Conference appointed two members to complete the seven-member group.

The Animal Services Advisory Committee meets once each month on the first Wednesday at 3 P.M. in Room 108 of the County Administration Building, Martinez.

TRAINING

The department has an on-going, in-service training program. In February 1981 the department hosted a dog fighting workshop for law enforcement. Experts from the Humane Society of the United States gave instruction on how to combat the crime of dog fighting.

Animal Services employees also received training on court procedures from the District Attorney's Office, and classes on the sexual and social behavior of domestic dogs were conducted by an animal behaviorist.

The Contra Costa Livestock Owners' Association sponsored a seminar for Animal Control Officers in 1981. The program was given at a local ranch and officers received partial experience in herding and capturing loose livestock from county roads. Livestock identification was covered as well as safety in handling farm animals.

Volunteer time worth millions

Volunteers gave \$1.4 million worth of time and effort to the County in 1981.

Nearly 1,200 individuals and 39 groups donated more than 215,000 hours — hours valued at \$6.50 each — to volunteer programs in the

Animal Services Department, County Library system, Friends Outside, Medical services, Office on Aging, Public Health services, Retired Senior Volunteer Program, Rodeo Community Center, Social Service Department, Victim/Witness Assistance and the new Court Appointed Special Representative Program.

In April the Board of Supervisors honored volunteers, giving special recognition to Lorna McNerthney of Walnut Creek, the Volunteer of the Year, for the time she donated to the Social Service Department. The Volunteer Group of the Year was the Animal Services Volunteers.

Honorable mentions went to Joseph Rosales, president of the Juvenile Hall Auxiliary; George Olson, volunteer counselor in health insurance; Nancy Colchico, library volunteer who delivered books to convalescent homes; and Herbert Cotton, volunteer chairman for the Brown Bag Program for senior citizens.

A special posthumous award went to Blanche Johnston, who for 16 years directed the Juvenile Hall Thrifty Closet.

The new Court Appointed Special Representative Program involves volunteers in assisting to represent dependent children in court.

CSD aids low-income

The Community Services Department administers programs for low-income families throughout Contra Costa County. The major programs include Project Head Start, Weatherization, Home Maintenance, Energy Conservation and activities directed toward youth and senior citizens.

The department received approximately \$3,000,000 in grants and contracts from federal and state agencies and in turn contracts with public and private community-based organizations (delegate agencies) for the provision of direct program services.

Ida Daniel Berk directs the department. Its budget was \$1,151,619.

Road costs grow for Public Works

County airport plans expansions



SFO and OAK airport designations known to thousands of fliers a year.

And then there's BFA!

Better known as Buchanan Field Airport, it is located near I-680 between Concord and Pleasant Hill, and has enough traffic to rank sixth in the Western Region (California, Nevada and Arizona) and 28th in the nation in terms of takeoffs and landings.

Buchanan Field Airport is a general aviation facility, a home to 600 based aircraft which provide both recreational and business transport to their owners and users.

These aircraft are serviced by four companies at the airport providing full aviation services, including sales, maintenance and flight training: Pacific States Aviation, Navajo Aviation, General Air Services and Cal West Aviation.

Other businesses at Buchanan Field include a 168-room Sheraton Inn, which is expanding its facilities; a golf course; a helicopter service; and a commuter service which provides transportation to San Francisco International.

The airport itself is in the process of expanding both aviation and commercial services. Buchanan has 83 acres set aside for this growth.

In 1981 the field experienced about 301,000 takeoffs and landings. Operations actually were down about 80,000 in the last six months of the year from the same period in 1980, a drop attributed to the inordinate number of bad weather days and to the effect of recession.

The airport exists under an enterprise fund financed primarily by charges for its services. The total BFA enterprise budget was \$685,030.

The Department of Public Works experienced major administrative changes in 1981.

The Board of Supervisors appointed J. Michael Walford as director of Public Works. William Gray was named chief deputy, and Milton Kubicek, deputy director for operations and flood control, by Walford soon after his appointment.

The Board reclassified the department's five administrative deputy positions to exempt status.

The department administers major public programs in transportation, flood control, land development, parks and recreation, environmental services and emergency communications.

Public Works also provides services to other County department, including operation and maintenance of County vehicles and maintenance equipment, buildings and grounds, and property acquisition and lease management.

It also operates the Buchanan Field Airport, special districts for flood control, street lighting, sewer and water, and, through the Water Agency, acts as watchdog for water quality protection.

Airports Manager, Don Flynn, resigned to work in Saudi Arabia and Deputy Director Mark Kermit assumed interim command of the facility. A nationwide search began for a new manager.

Early in the year the Federal Aviation Administration contracted with the county for air traffic control tower facilities at Buchanan Field, retroactive to July 1980. Under the new lease, the FAA began underwriting total cost of control tower maintenance, estimated at \$9,050 the first year. FAA had not previously paid rent.

Data General Word Processing Equipment was installed throughout the department and was followed by a training program for personnel.

Other in-house training programs were offered to supplement training programs offered by the Personnel Department. Public Works designed training to specifically address the technical aspects of positions such as road maintenance supervisor and engineering technician.

Transportation became a major emphasis in the department as declining revenues in highway funding and decreased public transportation monies forced cooperation between these two competing groups.

Not only is funding for new highway systems scarce but the high cost of material for preventive maintenance reduces those scarce revenues even further. Revenues budgeted for repairs to the 1,019 miles of roads under County jurisdiction amounted to \$5.6 million—\$3 million less than needed to properly maintain the County's \$320 million road investment.

SB215, the Foran Bill, hiked the gas tax two cents per gallon from seven to nine cents, but the additional revenues still were not sufficient to cover the necessary roadwork.

To make most efficient use of available funds, Public Works instituted a pavement management system to assess issues of proper maintenance. Every road in the County's network was evaluated and rated by condition and pavement management priority list was compiled for budgeting purposes.

In March 1981 the County auto fleet was into a second year of the gasohol test program, when an agreement with Southwest Research Institute provided \$30,000 for the fuel experiment.

A joint effort by Public Works and Social Service departments won praise from the Board of Supervisors in November. A "General Assistance Work Test Program" evaluated employability of GA applicants, requiring a two-day work test as part of the process.

The success of the program was attributed in great part to the cooperation and enthusiasm of Public Works employees to who the GA applicants were assigned.

Staff from the Environmental Control Division of Public Works aided the Solid Waste Commission in its revision of the County Solid Waste Management Plan, in an analysis of a new landfill and in developing new ways to finance the solid waste enforcement program.

Under staff and commission efforts, the County participated in the Great California Resource Rally in April.

Public Works budget for 1981 was \$23,335,729.

Clerk-Recorder complex office

The County Clerk-Recorder's Office is a complex one, with four primary divisions. If a County resident wants to vote, get married, travel overseas, license a dog, start a business, become a citizen, make a request of the Board of Supervisors, sell a home, appear in court or obtain a birth certificate, he/she will have some transaction with the Clerk-Recorder.

James R. Olsson was elected Clerk-Recorder in 1978. His department's total budget for fiscal year 1981-82 was set at \$4,761,110.

COUNTY CLERK

The County Clerk is Clerk of the Superior Court and as such plans, organizes, directs, coordinates and controls the non-judicial activities of the Superior Court.

The office files all legal

documents, issues processes and notices, maintains Court calendars in all jurisdictions: civil, probate, family law, juvenile and criminal.

It also is responsible for administering taking affidavits; entering orders, judgments and decrees; preparing records on appeal to the District Court of Appeals; collecting statutory fees on initiating and subsequent documents—all as mandated by California Statutes.

The Clerk's office also files fictitious business name statements; issues marriage licenses and dog licenses; performs marriage ceremonies and receives applications for citizenship and passports.

ELECTIONS

The Election Department installed an "in house" Data General Eclipse 350 com-

puter and an Election Information Management System (EIMS). This system provides a very modern and efficient tool for the various election processes and literally every election function has been computerized.

Savings produced by EIMS will amortize the system cost in approximately two budget years.

An election tally system study was conducted and as a result of that study the county purchased "Mark-A-Vote," which is a data card balloting system.

Voters mark their ballot card(s) with a special felt tip pen and the ballot cards will be tallied by data card readers.

The Election Department anticipates budget savings and earlier election results with this new system.

All legislative districts of the state, county and special

districts were reapportioned to adjust to census data compiled during the 1980 federal census. Since voters elect representatives by these districts, massive precinct boundary changes had to be made.

It was a very busy year for the Election Department with petition signature verification. There were three state referendum petitions and four state initiative petitions to verify in addition to the normal number of local petitions that are filed each year.

RECORDER

The Recorder's Office maintains records of real estate transactions within the County since 1849.

It also maintains records and issues copies of birth, death and marriage certificates, military discharges, subdivision and parcel maps, assessment

diagrams, records of survey and finance statements.

The Recorder's Office continues to operate at a handsome profit, approximately \$250,000 in fiscal year ending in June 1981.

In addition, it administers the County's Documentary Transfer Tax Ordinance which resulted in revenues of \$2,854,000, of which a portion was allocated to the 15 cities within the County.

CLERK OF THE BOARD

A chief clerk is designated to serve as Clerk of the Board of Supervisors. Staff members attend all board meetings, prepare agendas for meetings and maintain all official records for the board.

The office also schedules all petitions for hearings before the Assessment Appeals Board.

Social Service an umbrella of aid

Council is resource to families, helpers

"Helping families in Contra Costa County to help themselves is a primary purpose of the Contra Costa Children's Council," according to Executive Director Jann Morris. "The Children's Council is the resource/information source for parents and professionals in this county."

Vets' aid available

The veterans' advocate for Contra Costa County changed its name in 1981 to Veterans Resources Center, a name the office director, Elmer Rieger, believes gives a better idea of what he's here for.

The center assists veterans and their dependents in obtaining benefits due them under law. The department is County-supported and its budget was \$195,670.

It helps vets present claims for compensation and pensions and to apply for hospitalization, Veterans Administration insurance and other benefits.

The VRC saw an upswing in welfare referrals during 1981, probably due to the recession. When a veteran applied for County assistance, welfare officials referred him/her to Rieger to see if VA benefits could offset any of it.

Some veterans, whose service separation date still permitted education benefits, may be able to use those school advantages now, Rieger said. Otherwise, about 99 percent of the welfare referrals are not qualified for more vets aid.

A ruling which took effect in July 1981 complicated the problem — veterans who emerged from four years service with a good record and an offer to re-enlist, but who chose not to, were deemed not eligible for unemployment when they found it hard to find a job.

Another change in benefits was effective October 1981 when the government wiped out the \$300 burial payment, if no claim or pension had been pending before that time.

Rieger said Agent Orange type claims have slowed down while the major topic of action is the delayed stress syndrome.

Veterans from all wars are eligible to make such claims, according to Rieger, but most come from the Viet Nam era.

The council works to increase family self-sufficiency and reduce dependency on government support. In cooperation with Contra Costa County, with contract agreements, administered by the Social Service departments, it operates four programs.

The County contracts with the council to deliver quality programs at cost-savings to the County and to taxpayers.

County contracted Children's Council Programs are West County Parent Aide, Mobile Outreach, Resource and Referral and the Child Abuse Prevention Coordinator.

The West County Parent Aide in 1981 helped 27 families increase their parenting skills and avoid costly government paid foster home placement for 73 children. Those children had been abused, neglected or abandoned by their parents.

The parents, many of them teenagers, had little or no parenting education until Parent Aide was assigned by the Protective Services Division of Social Service. Some learn about nutritious meals preparation, others about alternative effective discipline methods.

The Mobile Outreach Program reached migrant families in Brentwood, resettled Indo-Chinese refugee families in the San Ramon Valley and children in Richmond area child care centers via the "Green Machine." The "Green Machine" is a refurbished school bus outfitted with multi-language written materials on child development and community resources.

It also carries recyclable resource materials and a toy lending library. The toys are donated by individuals, a foundation and community organizations.

Families who are geographically and linguistically isolated have increased information and resources because of the "Green Machine."

The Resource and Referral Program helps parents find quality resources through the three branch offices of the Children's Council. Caller's requests are varied: A single mother requests a "Big Brother," a surrogate father figure, for a lonesome four year old son; working parents ask for child care for their infant, preschooler or school-age child; a worried grandmother wants to know about diagnostic testing for a grandchild she thinks may

have physical problems; parents and teen-agers in conflict want counseling services.

The Child Abuse Prevention Coordinator of Contra Costa County also is administered by the Children's Council. The Coordinator provides training to professionals involved in child abuse cases. Those professionals work in police departments, the courts, medical services, public and private schools, day care centers and counseling centers.

The Coordinator also assists public and private agencies in providing child abuse treatment and prevention services without costly duplication of effort, provides public education on child abuse identification, investigation of resources and treatment programs and advocates for a community climate which will not allow child abuse to continue.

During the fall of 1981, the Coordinator played a key role in facilitating the investigation of two suspected child abuse cases. As a result, changes have been made in regulations and procedures for investigating institutional abuse charges.

Jornlin to task force

Robert Jornlin, director of the Contra Costa County Social Service Department, was appointed to the National Association of Counties mental health/developmental disabilities task force by NACO president Richard Conder in October 1981.

Jornlin joins other county officials across the Country examine mental health and disability problems and

issues critical to local government. The task force's recommendations for legislation will be presented to the NACO annual conference during Summer 1982.

When such recommendations are approved, they become part of NACO's official policy document, the "American County Platform."

NACO was founded in

1935 and now has more than 2,000 member counties representing 42,000 elected and appointed county officials. Its goals are to improve county government, act as national spokesman for counties, serve as liaison between counties and other levels of government and achieve public understanding of counties' roles in the federal system.

Department provides care to youth, aging

The Social Service Department, under the direction of Robert E. Jornlin, provides assistance to adults, families and children in need of long- and short-term financial aid through income maintenance programs.

The department budget was \$116,047,000.

In the fall, the department was praised for being well below the state-set error rate of 4 percent, a quality control figure in determining eligibility of aid applicants.

The county rate was even below the lower figure of 3.75, newly established by the state legislature.

Jornlin said district offices instituted a corrective action program in which eligibility workers and managers were able to exchange information and ideas, making reduction of error a high priority.

He said the El Sobrante office had experienced no errors two months in a row.

In addition to financial aid programs, the department administers a number of social service projects for county citizens. Funded and regulated by county, state and federal agencies, these programs for adults include: vocational services, in-home supportive services, protective services, services for the blind, refugee services and services for persons with developmental disabilities (though community contract agencies).

Also, the Social Service Department administers the Office on Aging, the administrative arm of the Area Agency on Aging.

This office carries out mandates of the federal Older Americans Act to plan and coordinate services for senior citizens. One of those services is the countywide Nutrition Project, which provides more than 1,000 hot meals five days a week.

A major service for senior citizens provided countywide includes a telephone information and referral service, individual follow-up, resource development for individual problems, outreach to groups and isolated individuals, senior resource information for others doing I and R and identification of gaps in services and volunteer programs.

The information numbers are: Central County: 935-9350; West County: 234-1543 in Richmond, 234-7447 in El Cerrito and 758-9400 in Pinole, Rodeo and Crockett; East County: 757-4881.

The Retired Senior Volunteer Program (RSVP), through the Office on Aging, coordinates thousands of volunteer hours per year in services by and for seniors.

In 1981 Social Services offered traditional programs in children's services, such as adoption services, operation of the children's Receiving Center, child care programs for parents enrolled in training programs, and summer camp.

In addition, the department operated complex foster care and protective services. Foster care includes foster home recruitment, licensing, special training for foster parents, residential placement, specialized foster homes and interim group home service (provided by a community contract agency).

Protective services for children involved a direct service component and several remedial and preventive components; child abuse prevention and parent aid and outreach services (though contract agencies); and 24 hour emergency response and services for women and children who are victims of domestic violence.

1981 humanitarian honored by Board

A man appeared at the Contra Costa County Board of Supervisors chambers on the afternoon of Jan. 13 to speak on his own behalf at a planning hearing. He walked into a crowded, foot-stomping, joyful celebration of the late Dr. Martin Luther King's birthday. As the clapping congregation backed Dorothy Morrison and the Bay Area Gospel Stars in "Oh, Happy Day!," he chuckled and said, "Boy — I hope they're here for my hearing."

Supervisors were honoring the memory of the slain civil rights leader in the second annual presentation of humanitarian awards.

The Rev. Julius Pender, pastor of Pittsburg's First Baptist Church and director of the church's Head Start Program, was named Humanitarian of the year.

Also honored for their

community work were Margaret Morales, an Oakley community volunteer aiding Hispanic migrant families in the East County; Frances Greene, 34-year resident of Pittsburg and director of the Pre-School Coordinating Council; Karl Grossenbacher, senior citizens' advocate active in the Alameda-Contra Costa Health Systems Agency and area Gray Panthers; and Manuel Ramos of Pittsburg, project director of the United Council of Spanish Speaking Organizations from 1971 to 1980 and volunteer interpreter for the Pittsburg Police Department.

Special recognition was given to the Kennedy-King Memorial College Scholarship Fund, Inc., which in May gave college scholarships to needy and deserving minority students from Contra Costa County.



Many Contra Costans participated in the Special Olympics at local and state levels. The games were co-sponsored by the Developmental Disabilities Council and the Association for Retarded Citizens.

DD Council has 18th year

In 1981 the Developmental Disabilities Council marked its eighteenth year of continuous service and advocacy on behalf of children and adults with developmental disabilities.

The DD Council channels the County's concern for individuals with mental retardation, epilepsy, autism, cerebral palsy and other neurologically handicapping conditions.

It has a membership of over three hundred and an elected board of directors of twenty-one. Its staff of two is provided by the Public Health Division of the Health Services Department.

The membership includes parents, individuals with developmental disabilities, concerned citizens and representative of the many public and private agencies that provide services to this population.

In 1981 the Council engaged in a number of activities to call public attention to significant legislative developments and to help to mobilize a community response.

Highlight of these activities was a Legislative Town Meeting held in December. More than two hundred people attended. Representatives of most of this County's elected state and federal officials presented a roundtable discussion.

Five experts in the fields of special education, habilitation, residential care, and developmental services provided the legislators and the audience with information about the rapidly changing current situation.

Another major program of the DD Council was the Special Olympics, which the council co-sponsors with the Association for Retarded Citizens. Hundreds of children and adults par-

ticipated in the local and state games and hundreds of volunteers raised funds, officiated at the games, served as chaperones and provided many other forms of support.

Other activities of the DD Council included: participation in related state and local boards, provision of information about services and issues, identification of gaps in services, stimulation of new programs (particularly at the Miller Centers) support for program development and expansion and technical assistance.

Prevention of developmental disabilities has always been a major concern of the Council.

Executive Director, Rosalind Wofsy, has staffed the Council for over seventeen years.

Youths to CJJDP

Two youngsters were sworn in as the first under-18 members of the County Juvenile Justice and Delinquency Prevention Commission in November 1981.

The two boys, both 15-years-old, were Eric Wallner and Arlington Davis. Wallner was a freshman at Monte Vista High School in Danville. Davis was a sophomore at John F. Kennedy High School in Richmond.

They were recommended for appointment by the commission which had interviewed several applicants for the vacant positions.

The commission's principle task is to advise appropriate public agencies (especially the Probation Department) and the Juvenile Court regarding the overall administration of Juvenile Court law within the county.

More than 90 advisories aid government decisions

Many boards and commissions act in an advisory capacity to the Board of Supervisors and county departments. Regular announcements are made during the year when openings on any of these boards occur. Applications may be submitted and appointments must be approved in most cases by the supervisors.

There are more than 90 advisory groups currently aiding county government. A few of the major boards are listed here, with time and place of their meetings.

<i>Council on Aging</i> 671-3122	9:30 a.m. third Wednesday 2425 Stanwell Dr., Concord
<i>Airport Land Use Commission</i> 237-2031	7:30 p.m. fourth Wednesday County Administration Bldg., Martinez
<i>Alcoholism Advisory Board</i> 372-4395	3 p.m. fourth Wednesday 675 Contra Costa Blvd., Pleasant Hill
<i>Alternative Fuels Technical Advisory Committee</i> 372-2374	3 p.m. second Thursday County Administration Bldg., 6th Floor
<i>Assessment Appeals Board</i> 372-2374	Generally 9 a.m. Wednesday County Administration Bldg., Room 107
<i>Board of Education</i> 944-3432	7:30 p.m. first and third Wednesday 2371 Stanwell Drive, Concord
<i>Child Health and Disability Prevention Advisory Board</i> 671-4464	7:30 p.m. on third Thursday alternate months 3020 Grant St., Concord
<i>Criminal Justice Agency Planning Board</i> 685-5335	8:30 a.m. third Thursday various locations
<i>Correctional and Detention Services Advisory Commission</i> 685-5335	11 a.m. first Monday various locations
<i>Developmental Disabilities Council</i> 671-4130	Noon fourth Wednesday 2280 Diamond Blvd., Suite 365, Concord
<i>Drug Abuse Board</i> 372-4395	5 p.m. third Tuesday County Hospital Conference Room, Martinez
<i>Economic Opportunity Council</i> 671-4544	8 p.m. third Thursday County Administration Bldg., Room 107
<i>Emergency Medical Care Committee</i> 944-3320	4 p.m. third Wednesday John Muir Hospital Walnut Creek
<i>Employees' Retirement Board</i> 372-4137	8:30 a.m. second Tuesday 1111 Pine St., Martinez
<i>Family and Children's Services Advisory</i> 372-4137	12:30 p.m. second Tuesday 2401 Stanwell Dr., Concord
<i>HMO Advisory Board</i> 372-4653	5:30 p.m. fourth Wednesday County Hospital Martinez
<i>Hospice Policy Board</i> 372-2035	5:30 p.m. third Tuesday, 1331 Concord Ave., Concord
<i>Housing and Community Development Advisory Committee</i> 372-2035	7:30 p.m. second Wednesday 3020 Grant St., Concord

<i>Advisory Housing Commission</i> 228-5330	6:30 p.m. third Monday 3133 Estudillo St., Martinez
<i>Human Services Advisory Commission</i> 372-2918	7:30 p.m. second and fourth Wednesdays 255 Glacier Dr., Martinez
<i>Juvenile Justice and Delinquency Prevention Commissions</i> 372-2733	9:30 a.m. third Monday various locations
<i>Local Agency Formation Commission</i> 372-4090	1:30 p.m. second Wednesday County Administration Bldg., Room 107
<i>Manpower Advisory Council</i> 671-4239	1:30 p.m. third Monday 2425 Bisco Lane, Concord
<i>Mental Health Advisory Board</i> 372-4395	4:30 p.m. fourth Thursday County Hospital
<i>Merit Board</i> 372-4064	7:30 p.m. second and fourth Tuesdays 500 Court St., Martinez 3 p.m. fourth Tuesday various locations
<i>Mobile Home Advisory Committee</i> 372-2619	2 p.m. fourth Monday County Administration Bldg., Room 108
<i>Paratransit Coordinating Council</i> 372-2628	7:30 p.m. every Tuesdays County Administration Bldg., Room 107
<i>Planning Commission</i> 372-2026	1:30 p.m. third Wednesday Martinez City Hall
<i>Solid Waste Commission</i> 671-4295	

Cooney leads IYDP committee

The year 1981 was designated by the United Nations as the International Year of Disabled Persons (IYDP).

Contra Costa County joined the more than 1,500 communities throughout the United States that participated in the IYDP's Community Partnership Program by establishing a County Committee for the International Year.

Superior Court Judge Robert J. Cooney was appointed by the Board of Supervisors to chair the County committee.

Rosalind Wofsy, Executive Director of the Developmental Disabilities Council was designated as liaison to the United States Council for the IYDP.

The remaining fifteen members were appointed by Judge Cooney with a view toward the broadest possible representation. Included were representatives of the four cities in the county that had IYDP committees.

Of the twenty-two members, thirteen were either disabled individuals or

parents of disabled individuals.

The committee encouraged the Board of Supervisors to take a number of actions, particularly concerning employment of the handicapped and federal accessibility regulations.

It communicated with cities and industries during Hire the Handicapped Month in October. It also developed material for use by schools in enhancing children's awareness of the disabled.

In its final report the committee's main recommendation was that activities begun by the IYDP Committee should be continued through existing County committees and organizations.

Specific suggestions were made to broaden the responsibilities of the County's 504 Committee. Also included was a recommendation that the children's awareness activities to be continued as a function of the Developmental Disabilities Council, with involvement of the public schools and a variety of other organizations in the County.

Schools office offers support links

The County Superintendent of Schools is elected to a four-year term. As head of the intermediate link between the State Department of Education and 18 independent school districts in the county, he is responsible for helping to ensure that the laws of education in California are implemented in Contra Costa County.

In addition, he provides leadership and coordination for the improvement of educational programs in county school districts and he contributes to regional and statewide educational efforts that often involve other institutions - colleges, universities, research centers - as well as business, industry, and public agencies.

The office of the County Superintendent of Schools provides educational, business, administrative, and coordinating support to school districts. It also operates the Regional Occupational Program, special schools and classes for the handicapped, Neighborhood Youth Corps programs, juvenile court schools and day center community schools, and prison education for the Sheriff-Coroner's office.

The elected seven-member County Board of Education reviews and approves the Superintendent's budget, approves teaching credentials, adopts educational films, hears appeals in interdistrict attendance questions and reviews agreements between the Superintendent and school districts or other governmental agencies.

Since 1972, it has acted as the County Committee on School District Organization, reviewing proposals for school district boundary changes and transfer of territory.

The Office of the County Superintendent is organized into three divisions: Educational Support, Business Services, and Special Education plus Personnel and Public Information units.

In Educational Support Services, the year has been one of consolidating the many activities begun in 1980-81, including continuation of the successful Contra Costa County Academic Decathlon for high school students and expansion of the Regional Occupational Program to provide enter-level job training in programs covering more than 250 occupations.

In this division, a leadership program (Project RAISE) has been established in concert with individual districts.

Programs for the gifted and talented also have been developed and a counselor inservice program has been initiated.

This division's relationship with the County's Department of Manpower Programs continues to be strong, with 1981 contracts negotiated with manpower for clerical training programs, youth employment training and summer youth employment program.

The Business Support Services division acts in a management assistance role to all in-house departments and to school districts in all areas pertaining to school business.

Some of these areas are data processing, payroll, budgeting, purchasing, facilities planning, insurance, elections and fiscal planning.

Specific accomplishments in 1981 include the establishment of a Joint Powers Agreement between the County Superintendent and the Contra Costa Community College District to provide a data processing center. This will result in centralized data processing service to individual school districts and will store information needed to complete mandated state reports.

Through the Business Support division, the County Superintendent and Contra Costa County established a Joint Powers Agreement for the purchase of Oak Park School from the Mt. Diablo Unified School District. Formerly a public elementary school, the site now houses a variety of county and county schools programs, including Regional Occupational Program, Industry Education Council, Special Education vocational programs, Neighborhood Youth Corps CETA services, and University of California Cooperative Extension.

Business Services was also responsible for filing, on behalf of the school districts and County Schools Office, mandated cost claims with the California State Controller in the amount of \$610,400.

Currently this division is coordinating applications to the U.S. Department of Education for federal grants to restore school sites damaged in the 1981-82 winter storms.

Through the Special Education division, 1981 saw the beginning of the Vocational Education Center, in planning for the past three years. The center offers two classes - custodial/maintenance and food preparation, and a vocational assessment center. It is open to special education students throughout the county.

The Public Information Office produced the annual County Schools Directory in addition to a variety of publications on education, the Superintendent's Newsletter, notices of coming events, and Curriculum and Instructional newsletter.

Other joint activities of the Public Information unit, with the County Board of Education and other agency divisions, included a clerical workshop and countywide school board candidates' workshop.



Miramonte High School academic coach Don Underwood poses proudly with his winning team from the Contra Costa Academic Decathlon. From left, team members are Brian Lindahl, John Glazer, Chris Herman, Ruth Paulling, Devin O'Dell and Steve Long.

Highlights of the year included the statewide spelling bee, participation in the Special Olympics, progress towards appropriate school district boundary changes, and preliminary planning to inaugurate a 1982 Distinguished Scholars in the Schools series featuring as the first two visitors philosopher Mortimer J. Adler and author/illustrator Michael Hague.

Awards to the County Superintendent of Schools office and individual staff members in 1981 included a NACo Award to the Regional Occupational Program. A first place award went to the Public Information Office for excellence in news releases from the National Association of County Information Officers.

A state grant of more than \$1,200,000 was awarded to facilities at the Mauzy Special Center; a \$15,000 Bank of America grant, to the Regional Occupational Program career

education project, "Building Today for Tomorrow".

Superintendent Richard T. La Pointe was named to the Junior Statesmen Foundation board of trustees. He was appointed chairman of the Greater Bay Area County Superintendents.

Orene Hopkins was named president of the State Commission on Special Education; Mike Grimes was elected as U.S. Governor-at-large by the International Council of Exceptional Children; and the ALCOSTA Gold Award for Outstanding Educator of the Year was presented to Peggy Garvin, special education teacher.

The County Superintendent of Schools, under the Board of Education, became a fiscally independent agency in 1980-81, and is no longer included in the County budget.

Libraries: Something for everyone

*When will daylight savings time end?
How can I complain about a product?
Where can I write for my grandmother's birth certificate?
What was the name of Dale Evans' horse?
What are the dimensions of a horseshoe pitching court?
What happened to Mao's widow and the other members of the "Gang of Four"?
I think some relatives of mine died in the Holocaust. How can I find out if they did?
Who is my congressman and where can I write to him/her?
What is the current population of Contra Costa County? What was the population 25 years ago?
What are the colors of the spectrum?
Is there a library in the area which subscribes to the Miami Herald?
In the game of chess, how many pieces/men are there?
What is MENSA?
Are there any Spanish language newspapers published in the Bay Area?*

The Contra Costa County Library answered 363,713 questions this year!

In addition, Contra Costans borrowed over 3,000,000 books and more than 22,000 residents attended library programs for all age groups, taking advantage of a collection of 965,201 books, 649 periodicals and newspapers, 15,492 discs and tapes, and more than 900 8mm and 16mm films.

The Library also has collections of large print books (1,200 titles) for the visually

impaired and a teletypewriter (TTY) for the deaf and hearing impaired.

For patrons who have little or no access to transportation, the Mobile Library stops in 39 different locations, traveling a total of 10,863 miles annually.

These are the facts.

Some of them.

There is something for everyone at the Contra Costa County Library.

To improve his golf game, repair his car, find the best buy in a home computer, decorate his home, choose a college, get information

about a job, start a business or locate an out-of-state telephone number, the local library is virtually at every residents fingertips.

Living, working, or playing, every person in the County will find the vast resources of the library, with its central collections and 20 branches and outlets, linked to other libraries in the Bay area, the state, and beyond the California boundaries.

Furthermore, if the information is not in a book or on a film or in a picture, referrals are made to other agencies or organizations by a highly skilled professional and support staff.

Contra Costa County Library

More than books.

The Library budget was \$4,950,400 about \$2 million less than the previous year's.

Some special Library happenings during the 1981 were:

1. A new librarian Ernest Siegel, was named in February. Siegel had been

director of the prestigious Enoch Pratt Free Library in Baltimore, and previously directed the Los Angeles City Central Library.

2. The Contra Costa County Library became a demonstration library for Talking Books for the Blind and Physically Handicapped. This means that a small collection of Talking Books and players are available at the Central Library for both examination and for temporary loan to eligible persons.

3. The International year of Disabled Persons was observed with a special program demonstrating new equipment and devices to aid the handicapped. Sample equipment included the Amigo wheelchair, telephone amplifiers and controls, and closed-circuit print magnifiers.

4. Library services and materials in the new Detention Facility were being developed under a federal grant.

5. A book detection system was installed in the Central Library to help prevent theft, reducing book losses.

Manpower applies CETA rules

The federally funded Comprehensive Employment and Training Act (CETA) is administered by the Department of Manpower Programs, with the Board of Supervisors as its prime sponsor.

CETA provides employment and training services to the economically disadvantaged, underemployed and unemployed residents of Contra Costa County, excluding the City of Richmond, which administers its own program.

Manpower provides staff support to two CETA advisory boards and two task forces: the Manpower Advisory Council, Private Industry Council, the Task Force on the Employment and Economic Status of Women and the new Task Force on Economic Development.

A major responsibility of the Department of Manpower Programs is assuring that federal regulations are met in the employment programs authorized by CETA.

Director of Manpower Programs Judy Ann Miller told supervisors in August of a state grant of \$150,000 for the Economic Development Task Force study, almost double the amount Miller has asked for. The state was impressed with the unique approach and objectives of the study group.

EDTF is charged with carrying forward the explorations begun by a steering committee. That committee's findings included: lack of balance in the County's rapid economic development; negative impact on economic development from existing constrictions in the development process; need for coordination between housing, transportation and business development.

It also found inadequate affordable housing and transportation; general lack of knowledge about available resources; mandates for preserving and enhancing existing business and industry; and barriers to labor force utilization due to inaccessibility of child care and unwillingness to hire handicapped or disabled persons.

Steering committee members were: Supervisor Tom Torlakson and representatives from the Contra Costa County Development Association; the chambers of commerce of Antioch, Walnut Creek and El Cerrito; the Mayors Conference; the Building and Construction Trades Council; Private Industry Council; Bank of America; and Overall Economic Development Program.

In formalizing the task force, other members were added to represent the state Employment Development Department, agriculture, the Richmond Private Industry Council, the Pittsburg Economic and Housing Development Corp., Building Industry Association, Association of General Contractors, Task Force on Employment and Economic Status of Women and lending institutions.

During the year the U.S. Department of labor commended Miller for her skilled analytical help in developing a new and objective method of measuring performance of CETA prime sponsors.

Miller assisted the DOL regional office in developing a new regional model for assessment.

But with new administrative policies and budget cuts in Washington, D.C., funding for Manpower's public service employee portion of CETA was cut off. The PSE programs provided workers for many community service organizations such as Battered Women's shelter and counseling, child care,

and alcohol counseling, and in some cases the affected agencies had to cut services offered.

The federal action affected around 400 employees. Miller and her staff began immediately to help locate jobs for those workers, appealing to the private business community for "support and commitment," and emphasizing that private employers who hire CETA-eligible workers may qualify for a tax credit of \$3,000 per year through the Targeted Jobs Tax Credit program.

By the end of summer about half the phased-out employees had found other jobs.

Those cuts meant a related cut in Manpower administrative staff. The Board of Supervisors in April authorized seven layoffs, with tentative reduction of 10-14 more positions for the fall.

At that time revenues for the department were estimated at around \$1.6 million, with operating expenses at a little

more than \$1.7 million. Layoffs were necessary to avoid a deficit. The first seven positions eliminated included four management level analysts.

It was anticipated that the job training aspects of CETA would continue, providing vocational training to hundreds of County residents in skills where job openings are known to exist. However, by the end of 1981, President Reagan included the job-training program in a list of cuts proposed for 1982.

Cuts for Manpower were predicted as high as 60-80 percent, and early in October, Miller announced that — although youth unemployment was on the rise — the department was forced to halt its job training for out-of-work and disadvantaged youth.

As many as 350 youths were to be given classroom education and vocational training, as well as on-the-job experience.

Layoffs and half the youth training program staff brought the 46-member Manpower staff to 23.

Women's job report issued

Women in Contra Costa County working full-time earn only 53 percent of what men earn, a rate of earning lower than the national average, the Task Force on

the Employment and Economic Status of Women reported to supervisors in August.

The 17-member task force was assigned the exploration

of employment needs and economic status of all women in Contra Costa when it was authorized in November 1980, and was charged with publication of the report with recommendations for CETA programs, design and services to meet those needs.

The report commended CETA programs for providing equitable services to eligible women, but urged an increased enrollment of women, targeting services to displaced homemakers and handicapped females. The task force also recommended motivational training for women in areas of non-traditional employment.

Women were still largely clustered in lower paid occupations, holding 86.6 percent of jobs in the clerical field and earning only 57 cents for every dollar men earn at such jobs, the report said.

Other findings in the report include: in 1980, 41 percent of the county labor force were women, up 6 percent from 1970; in the professional/technical category, 65 percent of men completed four years or more of college while 60 percent of women in the field did so.

But women earned only two-thirds of men's earnings at such jobs; in 1980, more than half of working women were 35 years or older compared to 1970 when more than half were nearly 40 years or older; in sales, women earn only 42 cents for every dollar men earn, even though there are almost as many women in this field as men.

In surveying CETA services the task force discovered that quality child care was one of the biggest obstacles for women in training for employment.

To answer some of the needs pinpointed in the study, the task force began to develop an employment and training resources network for Contra Costa women. It set as a goal the

coordination of existing community resources which impact women, and started work on a directory of those resources.

It also selected as a priority the education of the business community in the development of alternative working conditions, non-traditional employment and training for women, comparable pay and employer-sponsored child care.

Counties

From Page 2

Counties were first established in California to administer state laws as the local level. As legal subdivisions of the state, they are given the responsibility for such areas as the courts and law enforcement, health and sanitation, welfare and corrections, libraries, roads and bridges, flood control and land use planning.

County duties include appraising property values, collecting taxes, administering elections, licensing, maintaining vital statistics and myriad of other governmental activities.

California's constitution of 1879 required the legislature to establish a uniform structure of government for counties. All counties were then governed by established general law, which led to the use of the name "general law county."

The constitution was later amended to permit any county by vote of its residents to adopt a charter determining the structure of its government. The 11 counties which have adopted charters are termed "charter counties."

Contra Costa is a general law county. A five-member board of supervisors is elected by districts which are roughly equal in population. Shifts in population made evident by the 1980 federal census required the redistricting of the county and some supervisors' districts changed in 1981.

The board controls and is responsible for most county affairs, within the limits of the state constitution and laws.

Industry panel has new labor survey

The Private Industry Council, formed under CETA Title VII Private Sector Initiative Program in 1980, authorized in 1981 the first labor market survey for Contra Costa in five years.

PIC serves as an advocate of employment and training programs aimed at the private sector. The survey was to gauge areas of future employment growth and prospects, to aid Contra Costa officials and businesses in determining what vocational training was needed.

The survey, conducted for PIC by the state Employment Development Department, was delivered to the Board of Supervisors in June. It predicted an annual growth in new jobs from 1980-85 of about four percent — not as rapid a rate as in previous years, but faster than anticipated in five other Bay area counties.

The report pinpointed several jobs as difficult to fill including registered nurse, nurses aide, secretary and mechanical, maintenance and electronic repair positions.

About 30,000 new jobs are expected to develop over the five years, two-thirds of them in retail trades and service professions, the survey said.

The study also noted a trend in the Contra Costa County economy from heavy industry to offices and retail trades, citing as an example the 585-acre Bishop Ranch business park proposed for San Ramon where 15,000 jobs are expected to be created by 1990.

An increase in population and in personal income was predicted for the County, which in 1981 was first in the state in median income, fifth in per capita income.

NACO names Miller

Judy Miller, Director of Manpower Programs, Contra Costa County, California, was appointed to the National Association of Counties (NACo) Employment Policy Steering Committee in August by NACo President Richard Conder.

NACo's 12 steering committees form the policy-making arm of county government. Each commit-

tee is composed of approximately 40 county officials who meet during the year to examine issues critical to local government.

Their recommendations on county legislative goals are presented to county officials from across the nation at NACo's annual conference. If approved, the recommendations become part of the American County Platform, NACo's policy document.

Coop Extension UC advisory arm

Cooperative Extension is the informal education arm of the University of California operating in 54 of the state's 58 counties. It is sometimes referred to as the Farm and Home Advisors or Agricultural Extension Office.

Advisors who assist county residents are academic employees of the university.

Joseph J. Coony is director of the extension, which received an allocation of \$59,020 towards its 1981-82 budget. Federal and state funds also help finance the department.

At CE offices information is published on a wide range of subjects of interest to farmers, business persons, homemakers, consumers, educators and researchers — much of it available free of charge.

The department also extends information through media, workshops, newsletters, seminars and field days.

A major component of CE's family and consumer science project has been the Expanded Food and Nutrition Education Program. For EFNEP the university hired and trained a small number of homemakers from county neighborhoods who in turn helped others learn about saving food money and buying nutritious foods.

Advisors also worked with youths in the 4-H Gardening and Nutrition Program, teaching in local schools and appropriate skills needed to grow gardens.

Statistics tell story

From Page 5

YOUTH

East county also takes the prize for having the communities with the youngest overall population.

Leading the way is the growing unincorporated community of Oakley, east of Antioch, with a median age of 25.9 years. Behind Oakley are Pittsburg and Antioch at 27.1 and 27.8 years.

Following these are the area of Vine Hill-Pacheco outside Martinez, the city of Hercules and the town of West Pittsburg, at 28.3, 28.4 and 29 years.

But when it comes to kids, Hercules in west county heads the list of those communities with the largest percentage of children under 18. This age group accounts for 35 percent of its population.

Next are the unincorporated communities of San Ramon, Tara Hills-Montalvin Manor outside Pinole and Oakley, with 33.7, 33.5 and 33.4 percent.

Other cities with large juvenile populations include Clayton, with 33.3 percent, Pittsburg, 33.1 percent, and Antioch, 32.4 percent.

Moulton's explanation for these figures is that these communities are new and/or fast-growing, with more reasonably priced housing that tends to attract younger families.

The age breakdown for the county as a whole shows 27.7 percent of the population under 18, 63.2 percent between 18 and 64, and 9.3 percent 65 and over.

MARITAL STATUS

Communities that cater mainly to married couples are the cities of Clayton and Hercules and the unincorporated areas of Discovery Bay and San Ramon.

While the overall county marriage rate stands at 58.8 percent of the over-15 population, Clayton's shows 72.8 percent, and Hercules, 72.7 percent.

Discovery Bay tops the list at 75.5 percent, with San Ramon taking the fourth-place spot at 70 percent.

The west county cities of Richmond and San Pablo contain the fewest number of married persons, with 48.2 and 48.9.

The city of Moraga sports the highest singles population, with 30.3 percent of its over 15-population answering to this status. This is in comparison to the county-wide rate of 24.5 percent.

St. Mary's College, with almost 2,000 students, is credited with Moraga's strong showing in this category.

Richmond takes second place, with 29 percent, followed by Kensington, at 25.9.

Moulton attributes Kensington's significant singles population to the large number of University of California students from neighboring Berkeley who rent quarters there.

Bethel Island runs away with the prize for attracting the fewest singles, with only 12.3 percent of its over-15 residents unwed. Discovery Bay is in second place with 17 percent.

The highest divorce rates are found in the west county cities of San Pablo and Richmond and in the unincorporated areas of El Sobrante, Bethel Island and West Pittsburg.

In San Pablo, 11.4 percent of the men and 13.5 percent of the women are divorced, while in Richmond the figures are 8.7 and 12.1 percent.

El Sobrante shows 8 percent of its men and 11.6 percent of its women as divorced, while Bethel Island and West Pittsburg show 10.6 and 9.4 percent respectively for their men and 8 and 10.2 percent for their women.

The bedroom communities of Clayton, Moraga, Hercules, Discovery Bay, Orinda and Alamo boast the fewest number of divorces, ranging from 3 to 6.9 percent of their male and female population over 15.

The greatest numbers of widows tend to live in Walnut Creek and San Pablo, where they account for 16.9 and 15.1 percent.

Not surprisingly, the fewest widows and widowers can be found in Discovery Bay, Clayton, San Ramon and Hercules, all comparatively new and developing communities.

HOUSEHOLD SIZE

Hercules again takes top honors, with 3.40 persons, for the largest average household, and Bethel Island trails with 2.17.

Other cities with big families are Clayton and Pittsburg, at 3.25 and 2.97 persons. Unincorporated areas in this category are Tara Hills, at 3.23 persons, Danville, with 3.15 and San Ramon, with 3.09.

The cities sporting the smallest households include Walnut Creek, with 2.26 persons, El Cerrito, with 2.35, and San Pablo, with 2.44.

Unincorporated communities catering to small families are Kensington, with 2.37, and El Sobrante with 2.53 persons.

Contra Costans tend to own the dwellings they live in — 68.3 percent of the county's 251,721 housing units are owner-occupied.

Of this total, 202,790 are in the single-family, town house or condominium category. Condominiums account for 17,267 of the total number.

HOME VALUES

The highest-priced homes, not surprisingly, can be found in the affluent cities of Moraga, Lafayette and Walnut Creek and in the posh unincorporated towns of Alamo, Orinda and Danville.

Alamo tops all the communities, with \$200,100 as the median price, followed by Orinda at \$178,000. Danville ran third in the unincorporated category at \$165,000.

Moraga leads the cities' list at \$176,000, followed by Lafayette at \$161,600 and Walnut Creek at \$135,000.

The best housing buys can be found in east and west county. The city of San Pablo offers the cheapest, with \$53,600 median home value. Next is unincorporated West Pittsburg, at \$54,100, followed by Richmond, \$61,900, and Oakley, \$63,500.

These prices are based on 1980 figures.



Although building permits were down for a second year in the County, Contra Costa continued popularity as a place where homes are competitively priced. Home buying is expected to increase in 1982 as several large companies move to the County and more low interest mortgage programs begin.

Building permits drop second year in row

A 19 percent drop in building permits issued by Contra Costa building inspection in 1981 contributed to an unusual deficit in the department.

It usually pays its expenses with permit and inspection fees and has enough left over to deposit in the general fund for use by other departments that need a little extra.

But the total number of building permits for 1981 was 6438, as compared with the 7,990 issued in 1980. The trend has begun in that year when the number made a less

drastic slide from the 8,555 permits granted in 1979.

The year's adopted budget of \$1.87 million was reduced to \$1.65 by freezing unfilled positions. Revenues — estimated at \$1.2 million — still couldn't match expenditures.

The department is directed by Robert W. Giese, who was appointed by the Board of Supervisors.

The Building Inspection Department issues permits for the unincorporated areas and four contract cities. It also enforces ordinances that regulate building construc-

tion and occupancy and examines work under way to ensure compliance with ordinances and conditions of permits.

Residential construction — single-family dwellings — dropped from 1,831 in 1980 to 1,094 in 1981, a 39 percent dip.

Building Inspection also administers the housing rehabilitation portion of the Housing and Community Development Program, federal block grants available across the county. The budget for this section was \$856,378 in federal funds. In 1981 approximately \$500,000 in low interest loans were granted, about 40 loans in all.

Retirement changes

Retirement Administrator Betty J. Lanoue and her staff, appointed by the Board of Retirement, oversee two retirement systems for Contra Costa County employees.

One system was enabled by the 1937 retirement law and is in force for employees hired prior to July 1, 1980, who work at least one-half time for the County or any of the 12 independent special districts choosing coverage under the law.

The new system is effective for all permanent employees hired after July 1, 1980, and for prior employees opting for the change.

This system cuts employee contributions by about 50 percent and County portions to an eventual 48 percent.

During the first year of operation in 1981, the new system effected only minimal savings, but as older employees retire or leave County employment, gradually all employees will be under the new system.

By the fifth year of the new system, savings are expected to be \$1.2 million and by the tenth year, \$2.4 million. Savings should reach \$15.8 million by the fortieth year.

The retirement systems provide service and disability retirement payments to eligible employees and survivor benefits to beneficiaries of deceased employees or retirees.

Lanoue's office was involved both in education of employees wishing to convert to the new system and in accomplishing the refunds due those who converted effective with the earlier July 1 date. For those employees the employer contribution rate went from more than nine percent to under eight percent.

Salaries and costs of administration of both systems are paid from fund earnings.

The investment portfolio for the retirement system is managed by the County Treasurer.

Housing bonds are approved

In October 1981 the Board of Supervisors approved the concept of County-issued housing mortgage revenue bonds and designated the County Planning Department as the lead agency in implementation and administration of the program.

Federal and state regulations provide that public agencies such as the County may issue tax exempt revenue bonds to finance home mortgages.

Program regulations will restrict the availability of the home mortgages to first time home buyers with maximum annual income limits of around \$36,000-\$44,000.

The purchase price limits for home financed under this program were expected to be \$114,000 for new homes and \$96,000 for resale homes.

Meridian line intersects

From Page 5

Ransom had most of his provisions stored at the Bishop Ranch and moved about one-third the distance up the slope before pitching camp on the evening of July 9th. The next day, July 10th, the party reached the summit and found a solid rock outcropping, where they dug a hole, 9 meters deep and 6 meters square, to be used as the "point" through which the base and meridian lines would intersect.

The survey party then encountered several problems. First, they couldn't find a straight stick long enough to use as a flagpole. Worse

yet, they were low on water while the temperatures were well above 100 degrees. So, Ransom decided to descend the summit at 4 P.M.

The next day, Friday, July 11th the party returned to the summit with a suitable pole to be used as a flag staff. The flag was carefully placed into the excavated hole in the rock outcropping the summit, and the Mt. Diablo base and meridian marker was officially established.

From the survey reference point established by Ransom, the U.S. Bureau of Land officially divides the public domain into parcels called "townships" and "ranges."

Ranges are numbered east and west of the meridian line ("Range I East or Range I West"), and the townships are numbered consecutively from the base line in a north or south direction ("Township I North or Township I South"). Each township is one square mile and contains 36 smaller divisions called "sections."

The Mt. Diablo meridian and base line provided a needed means to survey, identify and register parcels within the public domain. During the 1870's-1890's, the mountain was also used as a reference point in a transcontinental survey of the United States.

● Environmental Health becomes division

From Page 6

In West County, new federally funded Community Mental Health Center continued its expansion of services. Of special significance were the opening of the West County Crisis Unit in Richmond and the Partial Hospitalization Program in San Pablo.

With the creation of the West County center, the division moved closer toward regionalization and the total integration of alcohol, drug abuse and mental health services into a unified service delivery system for each region of the County.

In late summer, the Outpatient Mental Health Clinic previously based at County Hospital in Martinez moved to Concord and a new director was hired to implement a Central County Regional Community Mental Health Center.

The division training unit also experienced significant growth in 1981. An innovative new Psychiatric Residency Program to train psychiatrists was developed.

This residency program is also working conjointly with the department's Family Practice Medical Care Residency Program. About five psychiatric residents specializing in community mental health should be on board by July 1982.

The division began a new focus and emphasis on prevention. In a joint effort with a contract agency, the Center for Human Development, the division's Drug Abuse Program obtained a \$50,000 grant from the state for a primary prevention project in East County. Rated number one in the state for funding, the CHD-operated project provides a

community-based activity network in the Pittsburg-Antioch-Brentwood areas to help prevent substance abuse among young people.

The priority for Children's Services was evident in a new Health Services/Social Service Department agreement that provided, at minimum, a clinical psychologist at the Children's Receiving Center in Martinez and more joint planning for children and adolescents in need of mental health services.

Children's Services were expanded in West County under the federally-funded CMHC and continued In-School and In-Home Intervention Projects in East and Central County.

A continuum of services was also developed and implemented for adolescents involved with alcohol and drug abuse.

The division also expanded its services for patients rights and advocacy for the first time by contracting with a non-profit service provider, Mental Health Consumer Concerns, Inc.

With the opening of the County's new Detention Facility, the division implemented an innovative medical care/mental health/substance abuse service program for inmates in Martinez.

The division joined Alameda County as a participant in three new East Bay regional service programs designed as community alternatives to state hospitalization in the areas of adolescent residential/day treatment, geropsychiatric subacute treatment and criminal justice inpatient mental health treatment.

Increased security measures established in 1980 for J Ward (the acute inpatient psychiatric ward at County Hospital) continued to be effective at curtailing "walkaways" and allowed staff much needed time to develop new services and improve clinical programs, most notably a new short-term group therapy model specifically designed for the acute psychiatric population treated on J. Ward.

Staffing for the ward was also greatly improved in 1981 through the filling of all available clinical positions and through intensive recruiting efforts which have alleviated the chronic nursing shortage.

The Mental Health budget was \$21 million.

ENVIRONMENTAL HEALTH DIVISION

The Environmental Health programs have historically been a part of the Public Health Division in Contra Costa County. In July 1981 the Environmental Health section was separated from the Public Health Division and reorganized as a discrete division reporting directly to the Director of Health Services.

The purpose of elevating Environmental Health to a division was to effect a greater level of service in the basic environmental health program areas and the public protections for which the various environmental health programs are mandated.

Daniel C. Bergman was appointed to the newly created position of Assistant Health Services Director for Environmental Health.

The hazardous waste/occupational health staff has assumed an increased responsibility for hazardous waste activities while continuing the program of industrial hygiene services to industry and government.

Staff has taken a lead responsibility for characterization and clean-up of many previously identified abandoned hazardous waste sites in the county, as well as identification and clean-up of newly identified sites.

A program for rapidly responding to hazardous waste spills or other like incidents has been formally structured and provides 24 hour response and support to law enforcement agencies and industry.

Consumer protection programs involving inspection of food establishments, water supplies, public swimming pools, sewage disposal systems, solid waste handling and disposal and vector control activities have been strengthened.

The total number of food facility inspections for 1981 increased 11 percent over the corresponding time interval for 1980.

The county water supply and sewage ordinances were revised and the new ordinances were approved and adopted by the Board of Supervisors. These significant legislative revisions were accomplished with assistance from the public, industry representatives, and other governmental entities.

The division instituted a program to develop policies and procedures to adequately address sewage disposal needs and water supplies for proposed land developments in areas not currently served by public sewer or water.

The water supply program has also been expanded to provide for more adequate surveillance of existing supplies. The division has cooperated with state staff in implementing safe drinking water laws and regulations in an effort to resolve existing problems with domestic water supplies.

Several special surveys were conducted to further define problems with existing and proposed sources of drinking water by staff, and jointly with the United States Geological Survey team.

The rodent and vector control section, with the assistance of the Department of Agriculture, completed some preliminary investigations into the monitoring of wild animal populations from bubonic plague in undeveloped sections of Contra Costa County. This investigation is part of a statewide surveillance program begun conducted by the vector biology and control section of the California State Department of Health Services.

Vector control is also in the process of strengthening a skunk trapping program to reduce the hazard risk of rabies exposure to humans, pets, and livestock throughout the county.

Environmental Health Division staff have continued a close working relationship with Public Health Division staff in such areas of mutual concern as epidemiological investigations of food borne illnesses, coordinating rapid response to hazardous materials releases and coordinated efforts to reduce the rabies hazard.

The budget for Environmental Health was \$1.35 million.

MANAGEMENT AND ADMINISTRATION

The Management and Administration Division of Health Services provides the management direction for department and administrative support to the program divisions.

Gordon Soares was appointed Director of the Management and Administration Division in December 1981. He had previously been an administrator in the federal Public Health Services.

In January 1981, a new unit named Health Information Systems was developed in the Management and Administration Division. "HIS" was developed to meet the growing need for a timely, accurate flow of information throughout Health Services.

The mission of Health Information Systems is to serve as a catalyst throughout Health Services departments, improving functions and health care delivery by: coordinating the flow of information; facilitating problem solving; evaluating and responding to needs; maintaining, improving, designing and implementing information systems; and recovering maximum revenue from all possible sources.

HIS has so far implemented Health Services Department personnel information systems with online linkage to the County personnel system.

The division also has succeeded in placing computerized patient registration and scheduling system at the Richmond Health Center, has developed the Contra Costa Health Plan management information system and has produced procedures and manuals.

These manuals were developed in conjunction with training programs and have been designed for easy revisions and additions as additional procedures and information are approved. In October 1981, a system of cash collections, allowing patients to pay as they are seen, was implemented. Revenue generation issues are ongoing responsibilities of HIS.

The finance unit also is making innovative changes, particularly with regards to financial management.

The Health Services Department has initiated an automated productivity-orientated budget management system. Known as the Hospital System Library (HSL), this system was produced by Amherst Associates, a leading health care consulting firm.

Utilizing HSL the maternity ward can forecast the number of deliveries it will make in the next year and from there the will compute the staff, services, and supplies maternity will need as well as the revenues that these deliveries will generate.

This type of detailed budgeting will allow the department to track the productivity of its operations over time and control growth of costs.

Furthermore, the department will be able to compare the efficiency of its operations with other hospitals' wards and clinics to ensure that County operations are efficiently structured and conducted.

Other units in Management and Administration include central supply stores and purchasing, contracts, planning and evaluation, personnel and security guards.

Office is legal advisor

Appointed by the Board of Supervisors, County Counsel John B. Clausen is the legal advisor for all county government officers, departments, commissions and districts.

The office represents these officials in civil court actions and prepares ordinances, resolutions, elections documents and other legal matters. Counsel attends all meetings of the Board of Supervisors and deputy counsels attend some meetings of various advisory and governing boards and commissioners to give legal advice and handle legal matters. Its budget is \$1,083,060.

Two planning advisories form

Growth, development, land use and other planning issues led to formation of two planning related advisory committees in 1981 — the East Diablo Planning Advisory Committee and the Land Use Regulation Procedures Advisory Group.

The land use regulation group was established to assist and monitor revisions in policies and procedures for processing land use applications.

Nine citizens were named to join the directors of the Building Inspection, Planning and Public Works departments. Those nine by profession were: a residential developer, land surveyor, private engineer, large residential developer, small residential developer, real estate broker, architect, real estate developer and civil engineer.

EDPAC, with 11 members

is a probable forerunner of an East County Planning Commission. It will review proposed developments for the far east portion of Contra Costa.

Two members represent Bethel Island, with one alternate for the area; three members come from Brentwood, with one alternate; three represent Discovery Bay/Byron, one alternate; three, Oakley/Knighten. A non-voting member will act as liaison with the Antioch Planning Commission.

An East County General Plan was adopted by the Board of Supervisors in 1978, but development pressures call for clearer identification of areas for growth, according to planning officials. They want to ensure that growth will take place where public services are available.

New merit system revisions in place

Harry D. Cisternan has served as Assistant County Administrator-Director of Personnel since August 1980. As director, Cisternan continued to oversee a major revision of the civil service system into a merit system.

Cisternan served as executive secretary to the Civil Service Commission until it was abolished effective June 30, 1981.

At that time a new Merit Board took over the appeals functions of the commission and the Personnel Department assumed under the Board of Supervisors' direc-

tion, many of the administrative functions previously carried out by the commission.

Other general personnel services handled by the department for the county and special districts included recruiting and examining job applicants, classifying jobs, keeping centralized employee records and conducting labor relations activities.

Personnel's budget was approved at \$2,246,300, including the \$69,650 assigned for the Merit Board.



Supervisor Tom Torlakson (center) visited the Nortonville Mines site south of Pittsburg with local and federal officials in January. Federal funding was granted to close more than 30 old openings at the abandoned mines. Merline Van Dyke (second from right) of the Office of Surface Mining, talks with Torlakson, (from left) John Waters, East Bay Regional Parks engineer, County Geologist Jim Baker and a security guard.

● Supervisors' year is busy

From Page 3

A plan developed by McPeak for cutting government regulation and red tape, improving government efficiency and reducing state mandates on local governments was approved by the County Supervisors Association of California at its spring conference in Sacramento. Dubbed the Platform for Efficient Government (PEG), the proposal emphasized that local governments must not be made to pay for state mandated programs while those governments were being forced to cut spending severely.

"Counties can decide how to spend only 20 percent of their budgets now," McPeak said. "If the state forces us to pay for its programs, how do we pay for the ones that our citizens want locally?"

CSAC President Quentin Kopp, supervisor from San Francisco, visited the Contra Costa board to help kick off the PEG campaign.

He told supervisors that nearly 40 bills were in process for legislative consideration to enact the platform tenets, half of them assured of passage.

At the fall conference of CSAC McPeak was elected second vice president, an office which virtually assures that she will move into the organization's presidency in two years.

McPeak also spearheaded an effort to put SB200, the Peripheral Canal bill on the 1982 ballot.

The Contra Costa board sent other matters to CSAC for consideration by its general assembly, among them a resolution proposed by Powers, who was chair of the CSAC committee on administration of justice.

Powers' resolution called for a coordinated approach by state and county governments in the development and passage of legislation affecting county justice systems.

It urged counties to hold public hearings to seek out citizen viewpoints and involvement in producing sound local plans for crime control and prevention.

Contra Costa held its hearing over two days in October. A number of state criminal justice officials testified on a comprehensive platform for prevention, deterrence and response to adult and juvenile crime — a platform supervisors hoped would be used as a basis for statewide local strategies.

Powers and McPeak first brought the platform proposal to the board in late September. They said the hearings should have a twofold purpose: to discover what is needed and what will work in Contra Costa; and what will be a "credible posture for county governments to take before the Legislature."

Supervisors, concerned at the 60 percent increase in the number of major crimes reported between 1970 and 1980, sought comments on the citizen/business community role in prevention, financing of criminal justice programs and facilities, bail criteria, victim/witness needs, juvenile law revi-

sions, federal involvement and human services for criminal justice clients.

In the spring the board adopted a facilitating role in economic development for Contra Costa, acknowledging the private sector's role as primary in capital investment and decision making.

The Internal Operations Committee called for improved communications between county agencies and the private sector and county involvement with the work and interests of industrial associations, chamber of commerce and organized labor.

Supervisors adopted the IOC appointment of a steering committee of persons knowledgeable in economic development, with Torlakson representing the Board.

Torlakson had promised during his campaign to give attention to the imbalance between new housing and new jobs, a problem especially prevalent in the East County portion of his fifth district. While Pittsburg and Antioch suffered loss of jobs through plant closures, the area was being touted for its construction of affordable housing.

The steering committee made an appraisal of the county's current economic development efforts and recommended a task force to study in depth the economic issues in Contra Costa and make recommendations to the board.

Torlakson was selected to chair the task force, whose 17 members included representatives of the mayors conference, the Contra Costa Development Association, the Building Industry Association, the Association of General Contractors, the Private Industry Council, and Task Force on the Employment and Economic Status of Women.

In September, Fahden was named to chair the ABAG task force to develop a regional plan for contending with hazardous material spills. The task force was one of the first regional attempts at such strategy-making. Its purpose is to develop policy in both prevention and coordinated response to hazardous materials accidents.

The task force has 45 members representing private and public sectors from health, law enforcement, environmental, emergency response, industries and elected officials. At least 120 other people asked to be able to serve on sub-committees.

The study is funded by a \$90,000 grant from the U.S. Department of Transportation.

LAFCO deters muni sprawl

The Local Agency Formation Commission is a state regulatory body, operating at the local level, responsible for discouraging urban sprawl and encouraging the orderly formation and development of local governmental agencies based upon local conditions.

There is LAFCO in each county in California except San Francisco. LAFCOs were formed by State legislation in 1963 (Government Code Section 54780).

A commission may consist of five or seven members. Contra Costa's commission has five members and is comprised of two members of city councils (chosen by the mayors of the cities), two members of the County Board of Supervisors (chosen by a majority of the board) and a fifth member representing the general public, selected by the other four members. There are three alternates: one for city councils, one for supervisors and one for public memberships.

Any LAFCO may allow independent special district representation on the commission, thereby expanding it to seven members.

The two acts empowering LAFCO are the Knox-Nisbet Act (Government Code Section 54773) and the District Reorganization Act of 1965 (Government Code 56000).

In meeting its responsibility, LAFCO is required "to review and approve or disapprove, with or without amendments, wholly, partially, or conditionally, proposals for":

- the incorporation of cities;
- the exclusion of territory from a city;
- the disincorporation of a city;
- the consolidation of two or more cities;
- the development of new communities within the jurisdiction of the commission pursuant to Section 33021 and 33298 of the Health & Safety Code;

- the formation of special districts;
- detachments;
- dissolutions;
- mergers;
- reorganizations;
- consolidations; and
- the annexation of territory to local agencies (cities and special districts), provided the commission shall not impose any conditions which would directly regulate land use or subdivision requirements in the case of cities.

In the review of a proposal LAFCO shall include but not be limited to considerations of population, land use, assessed valuation, natural boundaries, and significant growth.

The Commission also must review the present cost and adequacy of governmental services and controls in the area and probable future needs for such services and controls as well as the "sphere of influence" of any local agency which may be applicable to proposal being reviewed.

A "sphere of influence" (SOI) is a legally mandated plan for the probable ultimate physical boundaries and service area of a local governmental agency, as determined by LAFCO. The commission must periodically review and update each plan, which Contra Costa's Commission is currently doing.

In addition to its other powers, LAFCO shall initiate and make studies of existing governmental agencies. Such studies shall include but not be limited to inventorying such agencies and determining their maximum service area and service capabilities.

LAFCO also has the responsibility of considering city protests to the county's execution of the Land Conservation Contracts which are within one mile of a city's boundaries. If the city's protest is upheld, the city then has the option of not succeeding to the contract upon annexation of the land to the city.

Each commission has an executive officer who may seek assistance in preparing the analyses of proposals by other county departments, e.g. the county assessor's office, county counsels, elections, county planning, county health, the county public works departments and/or cities and special districts.

Dewey Mansfield is Contra Costa's LAFCO director. The budget for 1981-82 was set at \$108,880.

The Commission regularly meets the second Wednesday of each month at 1:30 P.M. in the chambers of the Board of Supervisors.

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